

# **OAK LODGE WATER SERVICES**

## **BOARD OF DIRECTORS**



**JUNE 18, 2024**



**PUBLIC MEETING  
OAK LODGE WATER SERVICES  
BOARD OF DIRECTORS  
JUNE 18, 2024 at 6:00 p.m.**

1. Call to Order
2. Call for Public Comment
3. Consent Agenda
  - a. April 2024 Financial Report
  - b. Approval of May 21, 2024 Board Meeting Minutes
4. Public Hearing: FY 2025 Proposed Rates
5. Consideration of Resolution No. 2024-0029 Adopting Fiscal Year 2025 Schedule of Rates, Fees, and Other Charges for Oak Lodge Water Services Authority with an Effective Date of July 1, 2024
6. Business from the Board
7. Department Reports
  - a. Administration
  - b. Finance
  - c. Public Works
  - d. Plant Operations
8. Recess to Executive Session

*Convene Executive Session under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent, and 192.660(2)(f) to consider information or records that are exempt by law from public inspection.*
9. Adjourn Executive Session

*If necessary, Board may take action on items discussed in Executive Session.*
10. Adjourn Meeting



## AGENDA ITEM

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<b>Title</b>	Call to Order
<b>Item No.</b>	1

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### Summary

The Chair will call the meeting to order with a quorum of the Board at the noticed time.

The Chair may request participation in a nonpartisan acknowledgement of their choosing.

The General Manager will review the meeting protocols before business is discussed.



## AGENDA ITEM

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<b>Title</b>	Call for Public Comment
<b>Item No.</b>	2
<b>Date</b>	June 18, 2024

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### Summary

The Board of Directors welcomes comment from members of the public.

There are two basic public comment options: written and verbal.

Written Public Comment may be submitted in person, online, and by email or postal mail. Written comments may not be read out loud or addressed during the meeting, however, all public comments will be entered into the record.

Verbal Public Comment may be given during public meeting's comment period. Commenters must register to speak with the District Recorder before the start of the meeting. The Board of Directors may elect to limit the total time available for public comment or for any single speaker depending on meeting length.



## CONSENT AGENDA

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**To** Board of Directors  
**From** Brad Albert, Interim General Manager  
**Title** Consent Agenda  
**Item No.** 3  
**Date** June 18, 2024

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### Summary

The Board of Directors has a standing item on the regular monthly meeting agenda called "Consent Agenda." This subset of the regular agenda provides for the Board to relegate routine business functions not requiring discussion to a consent agenda where all included items can be acted upon by a single act.

The Consent Agenda includes:

- a. **April 2024 Financial Report**
- b. **Approval of May 21, 2024 Board Meeting Minutes**

### Options for Consideration

- 1. Approve the Consent Agenda as listed on the meeting agenda.
- 2. Request one or more items listed on the Consent Agenda be pulled from the Consent Agenda for discussion.

### Recommendation

Staff requests that the Board approve the items listed under the Consent Agenda.

### Suggested Board Motion

*"I move to approve the Consent Agenda."*

Approved By _____	Date _____
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## MONTHLY FINANCIAL REPORT

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<b>To</b>	Board of Directors
<b>From</b>	Gail Stevens, Finance Director
<b>Title</b>	April 2024 Financial Reports
<b>Item No.</b>	3a
<b>Date</b>	June 18, 2024

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### Reports

- April 2024 Monthly Overview
- April 2024 Budget to Actual Report
- April 2024 Budget Account Roll Up Report

**Oak Lodge Water Services  
Monthly Financial Overview  
FY 2023-24 April 2024**

This report summarizes the revenues and expenditures for April 2024. Also incorporated in this report are account balances, including all cash and investment activity as well as checks and withdrawals.

**Cash and Investments**

<b>Account Balances As of:</b>		
<b>April 30, 2024</b>	<b>Interest Rate</b>	<b>Balance</b>
<b>Account</b>		
Wells Fargo Bank Checking-3552		\$ 12,598
Wells Fargo Bank Checking-9966		1,912,941
LGIP	5.20%	12,500,088
<b>Total</b>		<b>\$ 14,425,627</b>

The OLWS' checks, electronic withdrawals, and bank drafts total \$ 1.5 million for April 2024. There was one voided check.

**Services Revenue**

Below is a table identifying OLWS' three principal sources of service charges in each fund with a comparison between annual budget estimates and year-to-date service charge fees.

<b>GL Account</b>	<b>Service Charge</b>	<b>Budget Estimate</b>	<b>Period Amount</b>	<b>Year-to-Date Amount</b>	<b>Percentage of Budget</b>
10-00-4211	Water sales	\$ 5,469,000	\$ 412,722	\$ 4,433,868	81.1%
20-00-4212	Wastewater charges	11,913,000	1,062,943	9,625,311	80.8%
30-00-4213	Watershed protection	1,751,000	147,714	1,443,307	82.4%
Subtotal		\$ 19,133,000	\$ 1,623,380	\$ 15,502,486	81.0%

With respect to revenues, water, wastewater, and watershed protection services' revenues are below budget. Total variance through April is negative (\$442,000) or (2.3%).

**Expenses by Budget Category**

The table below matches the Budget for the number of months reported to the same number of months of actual expenses. The **Budget YTD** column provides the portion of the Budget for comparison, whereas the financial reports compare actuals to the full annual budget. This view allows for a review at the category level to ensure expenditures remain within the budget within each category.

<b>Expense Category</b>	<b>FY 2024 Adopted Budget</b>	<b>BUDGET Year-to-Date April 2024</b>	<b>ACTUALS Year-to-Date April 2024</b>	<b>% Spent</b>
Personnel Services	\$ 5,776,000	\$ 4,867,500	\$ 4,591,692	94%
Materials & Services	5,905,600	4,921,333	3,994,682	81%
Capital Outlay	9,085,000	7,570,833	4,525,212	60%
		\$ 17,359,666	\$ 13,111,585	76%

With respect to expenditures, at the end of April expenditures are overall 66.4% of budget, excluding Contingencies, with 83.3% of the fiscal year completed.

Review of expenditure lines that are above 88% of budget:

There are no expenses lines that are above 88% of budget as of 4/30/2024.



General Ledger  
Budget to Actual



User: gail@olwsd.org  
Printed: 6/11/2024 5:01:59 PM  
Period 10 - 10  
Fiscal Year 2024

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
<b>05</b>	<b>Administrative Services</b>					
	<b>NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
05-00-3500	Fund Balance	1,469,892.00	0.00	-128,956.90	0.00	-8.77
	<i>Beginning Fund Balance</i>	<i>1,469,892.00</i>	<i>0.00</i>	<i>-128,956.90</i>	<i>0.00</i>	<i>-8.77</i>
	<b>NonDivisional</b>	<b>1,469,892.00</b>	<b>0.00</b>	<b>-128,956.90</b>	<b>0.00</b>	<b>-8.77</b>
	Fund Balance	1,469,892.00	0.00	-128,956.90	0.00	-8.77
	<b>NonDivisional</b>					
	<i>Revenue</i>					
05-00-4227	System	0.00	321.00	6,653.00	0.00	0.00
	Development-Compliance					
05-00-4230	Contracted Services	57,400.00	4,000.00	45,400.00	0.00	79.09
	Revenue					
05-00-4610	Investment Revenue	10,000.00	2,758.50	45,892.98	0.00	458.93
05-00-4630	Miscellaneous Revenues	10,000.00	1,184.00	12,797.35	0.00	127.97
	<i>Revenue</i>	<i>77,400.00</i>	<i>8,263.50</i>	<i>110,743.33</i>	<i>0.00</i>	<i>143.08</i>
	<b>NonDivisional</b>	<b>77,400.00</b>	<b>8,263.50</b>	<b>110,743.33</b>	<b>0.00</b>	<b>143.08</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Revenue</i>					
05-29-4910	Transfer In from Fund 10	1,069,000.00	89,083.00	890,830.00	0.00	83.33
05-29-4920	Transfer In from Fund 20	2,030,000.00	169,167.00	1,691,670.00	0.00	83.33
05-29-4930	Transfer In from Fund 30	1,069,000.00	89,083.00	890,830.00	0.00	83.33
	<i>Revenue</i>	<i>4,168,000.00</i>	<i>347,333.00</i>	<i>3,473,330.00</i>	<i>0.00</i>	<i>83.33</i>
	<b>Transfers &amp; Contingencies</b>	<b>4,168,000.00</b>	<b>347,333.00</b>	<b>3,473,330.00</b>	<b>0.00</b>	<b>83.33</b>
	Revenue	4,245,400.00	355,596.50	3,584,073.33	0.00	84.42
	<b>AdminFinance</b>					
	<i>Personnel Services</i>					
05-01-5110	Regular Employees	870,000.00	67,635.03	739,691.63	0.00	85.02
05-01-5120	Temporary/Seasonal Employees	0.00	275.00	275.00	0.00	0.00
05-01-5130	Overtime	12,500.00	22.02	9,259.75	0.00	74.08
05-01-5210	HealthDental Insurance	142,000.00	11,116.62	107,879.58	0.00	75.97
05-01-5230	Social Security	65,000.00	5,045.55	54,250.38	0.00	83.46
05-01-5240	Retirement	167,000.00	12,936.11	142,011.26	0.00	85.04
05-01-5250	TrimetWBFPaid Leave OR	23,000.00	834.91	8,749.54	0.00	38.04
05-01-5260	Unemployment	5,000.00	0.00	0.00	0.00	0.00
05-01-5270	Workers Compensation	1,000.00	65.20	685.65	0.00	68.57
05-01-5290	Other Employee Benefits	0.00	0.00	25.45	0.00	0.00
	<i>Personnel Services</i>	<i>1,285,500.00</i>	<i>97,930.44</i>	<i>1,062,828.24</i>	<i>0.00</i>	<i>82.68</i>
	<i>Materials &amp; Services</i>					
05-01-6110	Legal Services	300,000.00	18,610.50	154,151.95	0.00	51.38
05-01-6120	Accounting and Audit Services	68,500.00	0.00	525.00	21,665.00	0.77
05-01-6155	Contracted Services	190,000.00	22,221.74	125,429.03	53,126.25	66.02
05-01-6180	Dues and Subscriptions	42,000.00	2,868.00	34,835.18	0.00	82.94

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
05-01-6220	Electricity	17,500.00	1,380.51	13,797.30	2,660.00	78.84
05-01-6240	Natural Gas	5,000.00	230.83	3,873.19	1,086.63	77.46
05-01-6290	Other Utilities	5,000.00	221.62	3,647.58	443.24	72.95
05-01-6310	Janitorial Services	21,000.00	1,769.79	16,899.50	17,697.90	80.47
05-01-6320	Buildings & Ground Maintenance	37,000.00	1,631.66	20,375.21	16,983.18	55.07
05-01-6410	Mileage	500.00	0.00	283.15	0.00	56.63
05-01-6420	Staff Training	9,000.00	0.00	7,477.52	0.00	83.08
05-01-6510	Office Supplies	35,000.00	3,356.80	25,309.42	2,100.00	72.31
05-01-6730	Communications	500.00	0.00	8.05	0.00	1.61
05-01-6760	Equipment Rental	3,000.00	0.00	1,724.49	574.80	57.48
05-01-6770	Bank Charges	181,000.00	12,473.90	143,105.46	33,650.10	79.06
05-01-6780	Taxes, Fees, Permits	2,000.00	0.00	1,848.95	0.00	92.45
	<i>Materials &amp; Services</i>	<i>917,000.00</i>	<i>64,765.35</i>	<i>553,290.98</i>	<i>149,987.10</i>	<i>60.34</i>
	<b>AdminFinance</b>	<b>2,202,500.00</b>	<b>162,695.79</b>	<b>1,616,119.22</b>	<b>149,987.10</b>	<b>73.38</b>
	<b>Human Resources</b>					
	<i>Personnel Services</i>					
05-02-5110	Regular Employees	289,000.00	23,780.57	195,391.41	0.00	67.61
05-02-5120	Temporary/Seasonal Employees	15,000.00	1,050.00	12,037.50	0.00	80.25
05-02-5130	Overtime	5,000.00	0.00	946.96	0.00	18.94
05-02-5210	Health/Dental Insurance	41,000.00	5,300.02	27,279.54	0.00	66.54
05-02-5230	Social Security	24,000.00	1,846.89	15,369.06	0.00	64.04
05-02-5240	Retirement	57,000.00	1,664.41	38,845.41	0.00	68.15
05-02-5250	Trimet/WBFPaid Leave OR	4,000.00	298.08	2,369.18	0.00	59.23
05-02-5270	Workers Compensation	1,000.00	24.90	251.57	0.00	25.16
05-02-5290	Other Employee Benefits	15,000.00	1,204.11	11,947.56	0.00	79.65
	<i>Personnel Services</i>	<i>451,000.00</i>	<i>35,168.98</i>	<i>304,438.19</i>	<i>0.00</i>	<i>67.50</i>
	<i>Materials &amp; Services</i>					
05-02-6155	Contracted Services	134,500.00	550.20	111,242.10	41,934.25	82.71
05-02-6175	Records Management	8,500.00	0.00	4,266.69	0.00	50.20
05-02-6230	Telephone	59,700.00	2,317.26	45,157.69	8,593.23	75.64
05-02-6410	Mileage	1,000.00	0.00	103.48	0.00	10.35
05-02-6420	Staff Training	15,000.00	-175.00	11,611.39	0.00	77.41
05-02-6440	Board Expense	5,000.00	0.00	1,534.80	0.00	30.70
05-02-6510	Office Supplies	1,000.00	0.00	938.98	0.00	93.90
05-02-6540	Safety Supplies	2,000.00	116.75	534.49	0.00	26.72
05-02-6560	Uniforms	42,000.00	167.18	28,827.93	1,966.00	68.64
05-02-6610	Board Compensation	2,500.00	0.00	0.00	0.00	0.00
05-02-6620	Election Costs	500.00	0.00	0.00	0.00	0.00
05-02-6720	Insurance-General	210,000.00	16,793.46	168,631.94	0.00	80.30
05-02-6730	Communications	38,000.00	13,449.18	22,796.46	0.00	59.99
05-02-6740	Advertising	7,000.00	0.00	1,347.00	0.00	19.24
	<i>Materials &amp; Services</i>	<i>526,700.00</i>	<i>33,219.03</i>	<i>396,992.95</i>	<i>52,493.48</i>	<i>75.37</i>
	<b>Human Resources</b>	<b>977,700.00</b>	<b>68,388.01</b>	<b>701,431.14</b>	<b>52,493.48</b>	<b>71.74</b>
	<b>Technical Services</b>					
	<i>Personnel Services</i>					
05-03-5110	Regular Employees	617,000.00	52,964.70	489,331.35	0.00	79.31
05-03-5130	Overtime	5,000.00	0.00	0.00	0.00	0.00
05-03-5210	Health/Dental Insurance	135,000.00	7,748.97	74,915.72	0.00	55.49
05-03-5230	Social Security	48,000.00	3,979.05	36,461.74	0.00	75.96
05-03-5240	Retirement	119,000.00	10,497.81	93,818.74	0.00	78.84
05-03-5250	Trimet/WBFPaid Leave OR	8,000.00	651.94	5,795.23	0.00	72.44
05-03-5270	Workers Compensation	1,000.00	49.54	529.04	0.00	52.90
05-03-5290	Other Employee Benefits	0.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>933,000.00</i>	<i>75,892.01</i>	<i>700,851.82</i>	<i>0.00</i>	<i>75.12</i>
	<i>Materials &amp; Services</i>					
05-03-6155	Contracted Services	442,000.00	23,267.41	203,040.99	156,314.56	45.94
05-03-6350	Computer Maintenance	434,500.00	29,251.32	335,149.00	11,312.66	77.13
05-03-6410	Mileage	1,000.00	7.37	34.00	0.00	3.40
05-03-6420	Staff Training	15,000.00	222.53	2,398.98	0.00	15.99

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
05-03-6430	Certifications	1,000.00	0.00	355.00	0.00	35.50
05-03-6530	Small Tools & Equipment	1,000.00	0.00	116.00	0.00	11.60
05-03-6540	Safety Supplies	6,000.00	0.00	4,254.29	1,488.19	70.90
05-03-6550	Operational Supplies	2,000.00	0.00	75.98	0.00	3.80
	<i>Materials &amp; Services</i>	<i>902,500.00</i>	<i>52,748.63</i>	<i>545,424.24</i>	<i>169,115.41</i>	<i>60.43</i>
	<b>Technical Services</b>	<b>1,835,500.00</b>	<b>128,640.64</b>	<b>1,246,276.06</b>	<b>169,115.41</b>	<b>67.90</b>
	<b>Vehicle Services</b>					
	<i>Materials &amp; Services</i>					
05-04-6330	Vehicle/Equipment Maintenance	80,000.00	14,464.79	60,476.07	4,040.00	75.60
05-04-6520	Fuels & Oils	50,000.00	3,733.46	31,040.72	0.00	62.08
	<i>Materials &amp; Services</i>	<i>130,000.00</i>	<i>18,198.25</i>	<i>91,516.79</i>	<i>4,040.00</i>	<i>70.40</i>
	<b>Vehicle Services</b>	<b>130,000.00</b>	<b>18,198.25</b>	<b>91,516.79</b>	<b>4,040.00</b>	<b>70.40</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Transfers &amp; Contingencies</i>					
05-29-9000	Contingency	569,592.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>569,592.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	<b>Transfers &amp; Contingencies</b>	<b>569,592.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>05</b>	Expense	5,715,292.00	377,922.69	3,655,343.21	375,635.99	63.96
	<b>Administrative Services</b>	<b>0.00</b>	<b>-22,326.19</b>	<b>-200,226.78</b>	<b>-375,635.99</b>	<b>0.00</b>
<b>10</b>	<b>Drinking Water NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
10-00-3500	Fund Balance	608,759.00	0.00	-31,403.51	0.00	-5.16
	<i>Beginning Fund Balance</i>	<i>608,759.00</i>	<i>0.00</i>	<i>-31,403.51</i>	<i>0.00</i>	<i>-5.16</i>
	<b>NonDivisional</b>	<b>608,759.00</b>	<b>0.00</b>	<b>-31,403.51</b>	<b>0.00</b>	<b>-5.16</b>
	Fund Balance	608,759.00	0.00	-31,403.51	0.00	-5.16
	<b>NonDivisional Revenue</b>					
10-00-4210	Wholesale Water Sales	30,000.00	2,262.62	36,415.27	0.00	121.38
10-00-4211	Drinking Water Charges	5,469,000.00	412,721.82	4,433,868.02	0.00	81.07
10-00-4215	Penalties & Late Charges	15,000.00	1,075.83	12,395.52	0.00	82.64
10-00-4240	Service Installations	10,000.00	3,780.00	53,341.00	0.00	533.41
10-00-4280	Rents & Leases	180,000.00	16,808.46	167,126.56	0.00	92.85
10-00-4290	Other Charges for Services	10,000.00	1,000.00	23,410.41	0.00	234.10
10-00-4610	Investment Revenue	3,000.00	3,737.97	28,526.19	0.00	950.87
10-00-4630	Miscellaneous Revenues	25,000.00	477.21	35,695.82	0.00	142.78
	<i>Revenue</i>	<i>5,742,000.00</i>	<i>441,863.91</i>	<i>4,790,778.79</i>	<i>0.00</i>	<i>83.43</i>
	<b>NonDivisional</b>	<b>5,742,000.00</b>	<b>441,863.91</b>	<b>4,790,778.79</b>	<b>0.00</b>	<b>83.43</b>
	Revenue	5,742,000.00	441,863.91	4,790,778.79	0.00	83.43
	<b>Drinking Water Personnel Services</b>					
10-20-5110	Regular Employees	707,000.00	52,079.39	540,834.55	0.00	76.50
10-20-5130	Overtime	37,000.00	789.71	23,545.89	0.00	63.64
10-20-5210	HealthDental Insurance	132,000.00	8,585.60	79,808.29	0.00	60.46
10-20-5230	Social Security	55,000.00	4,001.86	42,763.37	0.00	77.75
10-20-5240	Retirement	136,000.00	10,142.25	108,239.29	0.00	79.59
10-20-5250	TrimetWBFPaid Leave OR	9,000.00	652.35	6,740.64	0.00	74.90
10-20-5270	Workers Compensation	20,000.00	1,007.86	10,348.26	0.00	51.74
10-20-5290	Other Employee Benefits	0.00	0.00	140.85	0.00	0.00
	<i>Personnel Services</i>	<i>1,096,000.00</i>	<i>77,259.02</i>	<i>812,421.14</i>	<i>0.00</i>	<i>74.13</i>
	<i>Materials &amp; Services</i>					

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
10-20-6155	Contracted Services	248,400.00	5,266.97	121,782.40	50,940.84	49.03
10-20-6220	Electricity	42,000.00	2,959.78	30,774.36	6,820.00	73.27
10-20-6240	Natural Gas	3,000.00	199.08	1,998.42	475.41	66.61
10-20-6290	Other Utilities	6,000.00	1,126.21	4,753.93	2,240.00	79.23
10-20-6320	Buildings & Grounds	2,000.00	2,276.98	2,505.97	0.00	125.30
10-20-6340	System Maintenance	200,000.00	6,737.83	116,444.34	13,657.09	58.22
10-20-6410	Mileage	500.00	0.00	279.63	0.00	55.93
10-20-6420	Staff Training	10,500.00	0.00	8,209.42	0.00	78.18
10-20-6430	Certifications	3,000.00	0.00	2,494.00	0.00	83.13
10-20-6530	Small Tools & Equipment	13,000.00	560.86	12,975.28	0.00	99.81
10-20-6540	Safety Supplies	20,000.00	826.62	17,713.75	838.00	88.57
10-20-6550	Operational Supplies	10,000.00	680.19	6,054.94	0.00	60.55
10-20-6710	Purchased Water	1,200,000.00	74,564.70	919,288.56	355,276.14	76.61
10-20-6715	Water Quality Program	34,000.00	741.95	18,867.53	12,100.00	55.49
10-20-6760	Equipment Rental	8,000.00	0.00	0.00	0.00	0.00
10-20-6780	Taxes, Fees, Permits	19,000.00	909.62	15,688.11	1,300.00	82.57
	<i>Materials &amp; Services</i>	<i>1,819,400.00</i>	<i>96,850.79</i>	<i>1,279,830.64</i>	<i>443,647.48</i>	<i>70.34</i>
	<b>Drinking Water</b>	<b>2,915,400.00</b>	<b>174,109.81</b>	<b>2,092,251.78</b>	<b>443,647.48</b>	<b>71.77</b>
	<b>Debt Service</b>					
	<i>Materials &amp; Services</i>					
10-24-6815	Zions Bank Loan-Principal	193,000.00	0.00	193,000.00	0.00	100.00
10-24-6825	Zions Bank Loan-Interest	16,100.00	0.00	16,005.50	0.00	99.41
	<i>Materials &amp; Services</i>	<i>209,100.00</i>	<i>0.00</i>	<i>209,005.50</i>	<i>0.00</i>	<i>99.95</i>
	<b>Debt Service</b>	<b>209,100.00</b>	<b>0.00</b>	<b>209,005.50</b>	<b>0.00</b>	<b>99.95</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Transfers &amp; Contingencies</i>					
10-29-8105	Transfers Out to Fund 05	1,069,000.00	89,083.00	890,830.00	0.00	83.33
10-29-8171	Transfers Out to Fund 71	1,500,000.00	125,000.00	1,250,000.00	0.00	83.33
10-29-9000	Contingency	657,259.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>3,226,259.00</i>	<i>214,083.00</i>	<i>2,140,830.00</i>	<i>0.00</i>	<i>66.36</i>
	<b>Transfers &amp; Contingencies</b>	<b>3,226,259.00</b>	<b>214,083.00</b>	<b>2,140,830.00</b>	<b>0.00</b>	<b>66.36</b>
	<b>Expense</b>	<b>6,350,759.00</b>	<b>388,192.81</b>	<b>4,442,087.28</b>	<b>443,647.48</b>	<b>69.95</b>
<b>10</b>	<b>Drinking Water</b>	<b>0.00</b>	<b>53,671.10</b>	<b>317,288.00</b>	<b>-443,647.48</b>	<b>0.00</b>
<b>20</b>	<b>Wastewater Reclam. NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
20-00-3500	Fund Balance	507,588.00	0.00	-606,749.02	0.00	-119.54
	<i>Beginning Fund Balance</i>	<i>507,588.00</i>	<i>0.00</i>	<i>-606,749.02</i>	<i>0.00</i>	<i>-119.54</i>
	<b>NonDivisional</b>	<b>507,588.00</b>	<b>0.00</b>	<b>-606,749.02</b>	<b>0.00</b>	<b>-119.54</b>
	Fund Balance	507,588.00	0.00	-606,749.02	0.00	-119.54
	<b>NonDivisional Revenue</b>					
20-00-4212	Wastewater Charges	11,913,000.00	1,062,943.47	9,625,310.80	0.00	80.80
20-00-4215	Penalties & Late Charges	7,000.00	529.28	7,485.33	0.00	106.93
20-00-4290	Other Charges for Services	10,000.00	675.00	12,779.66	0.00	127.80
20-00-4610	Investment Revenue	1,000.00	0.00	2,046.82	0.00	204.68
20-00-4630	Miscellaneous Revenues	2,000.00	710.67	2,919.89	0.00	145.99
	<i>Revenue</i>	<i>11,933,000.00</i>	<i>1,064,858.42</i>	<i>9,650,542.50</i>	<i>0.00</i>	<i>80.87</i>
	<b>NonDivisional</b>	<b>11,933,000.00</b>	<b>1,064,858.42</b>	<b>9,650,542.50</b>	<b>0.00</b>	<b>80.87</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Revenue</i>					
20-29-4930	Transfer In from Fund 30	154,600.00	12,883.00	128,830.00	0.00	83.33

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	<i>Revenue</i>	154,600.00	12,883.00	128,830.00	0.00	83.33
	<b>Transfers &amp; Contingencies</b>	<b>154,600.00</b>	<b>12,883.00</b>	<b>128,830.00</b>	<b>0.00</b>	<b>83.33</b>
	<i>Revenue</i>	12,087,600.00	1,077,741.42	9,779,372.50	0.00	80.90
	<b>Wastewater-Plant</b>					
	<i>Personnel Services</i>					
20-21-5110	Regular Employees	655,000.00	60,529.92	562,065.25	0.00	85.81
20-21-5130	Overtime	50,000.00	3,915.51	44,100.07	0.00	88.20
20-21-5210	HealthDental Insurance	209,000.00	13,278.07	125,762.45	0.00	60.17
20-21-5230	Social Security	51,000.00	4,850.11	45,585.54	0.00	89.38
20-21-5240	Retirement	123,000.00	10,892.53	104,877.46	0.00	85.27
20-21-5250	TrimetWBFPAid Leave OR	9,000.00	794.94	7,288.65	0.00	80.99
20-21-5260	Unemployment	0.00	0.00	3,686.43	0.00	0.00
20-21-5270	Workers Compensation	13,000.00	1,096.79	11,444.05	0.00	88.03
20-21-5290	Other Employee Benefits	0.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	1,110,000.00	95,357.87	904,809.90	0.00	81.51
	<i>Materials &amp; Services</i>					
20-21-6155	Contracted Services	212,800.00	16,764.73	139,848.16	86,395.18	65.72
20-21-6220	Electricity	325,000.00	24,751.34	250,422.66	54,000.00	77.05
20-21-6240	Natural Gas	2,000.00	165.44	1,452.05	79.63	72.60
20-21-6250	Solid Waste Disposal	44,000.00	70.00	22,004.99	18,593.77	50.01
20-21-6290	Other Utilities	2,200.00	180.00	1,800.00	0.00	81.82
20-21-6310	Janitorial Services	14,000.00	1,170.14	11,033.96	11,701.40	78.81
20-21-6320	Buildings & Grounds	63,000.00	4,928.96	49,977.57	46,766.20	79.33
20-21-6342	WRF System Maintenance	185,000.00	9,019.90	123,410.32	12,830.00	66.71
20-21-6410	Mileage	1,000.00	0.00	187.34	0.00	18.73
20-21-6420	Staff training	5,000.00	844.65	2,328.15	0.00	46.56
20-21-6430	Certifications	2,000.00	169.15	510.38	0.00	25.52
20-21-6525	Chemicals	77,000.00	928.52	36,110.80	40,988.18	46.90
20-21-6530	Small Tools & Equipment	13,000.00	5,981.78	12,894.58	143.11	99.19
20-21-6540	Safety Supplies	22,000.00	171.61	19,960.96	300.00	90.73
20-21-6550	Operational Supplies	5,000.00	404.23	4,537.61	1,303.00	90.75
20-21-6760	Equipment Rental	30,000.00	0.00	28,496.71	0.00	94.99
20-21-6780	Taxes, Fees, Permits	74,000.00	9,362.27	57,487.84	13,608.98	77.69
	<i>Materials &amp; Services</i>	1,077,000.00	74,912.72	762,464.08	286,709.45	70.80
	<b>Wastewater-Plant</b>	<b>2,187,000.00</b>	<b>170,270.59</b>	<b>1,667,273.98</b>	<b>286,709.45</b>	<b>76.24</b>
	<b>Wastewater-Collections</b>					
	<i>Personnel Services</i>					
20-22-5110	Regular Employees	503,000.00	36,614.35	411,336.04	0.00	81.78
20-22-5130	Overtime	28,500.00	5,496.43	36,118.37	0.00	126.73
20-22-5210	HealthDental Insurance	117,000.00	7,462.41	78,853.34	0.00	67.40
20-22-5230	Social Security	39,000.00	3,135.06	32,935.88	0.00	84.45
20-22-5240	Retirement	73,000.00	7,883.14	82,706.01	0.00	113.30
20-22-5250	TrimetWBFPAid Leave OR	7,000.00	519.81	5,260.19	0.00	75.15
20-22-5270	Workers Compensation	12,000.00	842.27	8,777.19	0.00	73.14
20-22-5290	Other Employee Benefits	0.00	0.00	7.99	0.00	0.00
	<i>Personnel Services</i>	779,500.00	61,953.47	655,995.01	0.00	84.16
	<i>Materials &amp; Services</i>					
20-22-6155	Contracted Services	58,600.00	3,659.58	24,072.97	10,100.00	41.08
20-22-6220	Electricity	53,000.00	3,169.59	46,028.93	8,820.00	86.85
20-22-6290	Other Utilities	2,000.00	43.17	421.74	100.00	21.09
20-22-6320	Buildings & Grounds	1,000.00	0.00	0.00	553.00	0.00
20-22-6342	Collection System Maint.	35,000.00	0.00	28,629.74	0.00	81.80
20-22-6410	Mileage	1,000.00	0.00	42.20	0.00	4.22
20-22-6420	Staff Training	14,000.00	0.00	4,628.59	0.00	33.06
20-22-6430	Certifications	2,000.00	100.00	1,314.52	0.00	65.73
20-22-6530	Small Tools & Equipment	25,000.00	10.99	17,906.08	9,129.88	71.62
20-22-6540	Safety Supplies	12,000.00	468.89	4,744.23	0.00	39.54
20-22-6550	Operational Supplies	5,000.00	0.00	1,258.33	0.00	25.17
20-22-6780	Taxes, Fees, Permits	28,000.00	2,342.78	24,152.20	4,732.16	86.26
	<i>Materials &amp; Services</i>	236,600.00	9,795.00	153,199.53	33,435.04	64.75

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	<b>Wastewater-Collections</b>	<b>1,016,100.00</b>	<b>71,748.47</b>	<b>809,194.54</b>	<b>33,435.04</b>	<b>79.64</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Transfers &amp; Contingencies</i>					
20-29-8105	Transfers Out to Fund 05	2,030,000.00	169,167.00	1,691,670.00	0.00	83.33
20-29-8150	Transfers Out to Fund 50	3,482,000.00	0.00	1,866,000.00	0.00	53.59
20-29-8172	Transfers Out to Fund 72	3,200,000.00	266,667.00	2,666,670.00	0.00	83.33
20-29-9000	Contingency	665,088.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>9,377,088.00</i>	<i>435,834.00</i>	<i>6,224,340.00</i>	<i>0.00</i>	<i>66.38</i>
	<b>Transfers &amp; Contingencies</b>	<b>9,377,088.00</b>	<b>435,834.00</b>	<b>6,224,340.00</b>	<b>0.00</b>	<b>66.38</b>
	Expense	12,580,188.00	677,853.06	8,700,808.52	320,144.49	69.16
<b>20</b>	<b>Wastewater Reclam.</b>	<b>15,000.00</b>	<b>399,888.36</b>	<b>471,814.96</b>	<b>-320,144.49</b>	<b>3,145.43</b>
<b>30</b>	<b>Watershed Protection NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
30-00-3500	Fund Balance	50,874.00	0.00	6,453.68	0.00	12.69
	<i>Beginning Fund Balance</i>	<i>50,874.00</i>	<i>0.00</i>	<i>6,453.68</i>	<i>0.00</i>	<i>12.69</i>
	<b>NonDivisional</b>	<b>50,874.00</b>	<b>0.00</b>	<b>6,453.68</b>	<b>0.00</b>	<b>12.69</b>
	Fund Balance	50,874.00	0.00	6,453.68	0.00	12.69
	<b>NonDivisional Revenue</b>					
30-00-4213	Watershed Protection Charges	1,751,000.00	147,714.30	1,443,307.44	0.00	82.43
30-00-4215	Penalties & Late charges	1,000.00	218.50	2,145.17	0.00	214.52
30-00-4290	Other Charges for Services	25,000.00	1,695.00	29,065.96	0.00	116.26
30-00-4610	Investment Revenue	2,000.00	23.36	212.40	0.00	10.62
	<i>Revenue</i>	<i>1,779,000.00</i>	<i>149,651.16</i>	<i>1,474,730.97</i>	<i>0.00</i>	<i>82.90</i>
	<b>NonDivisional</b>	<b>1,779,000.00</b>	<b>149,651.16</b>	<b>1,474,730.97</b>	<b>0.00</b>	<b>82.90</b>
	Revenue	1,779,000.00	149,651.16	1,474,730.97	0.00	82.90
	<b>Watershed Protection Personnel Services</b>					
30-23-5110	Regular Employees	113,000.00	8,120.81	94,630.04	0.00	83.74
30-23-5130	Overtime	1,000.00	213.12	248.64	0.00	24.86
30-23-5210	HealthDental Insurance	38,000.00	2,680.39	27,648.24	0.00	72.76
30-23-5230	Social Security	9,000.00	623.71	7,074.47	0.00	78.61
30-23-5240	Retirement	22,000.00	1,560.11	17,667.68	0.00	80.31
30-23-5250	TrimetWBFPaid Leave OR	2,000.00	102.79	1,118.99	0.00	55.95
30-23-5270	Workers Compensation	1,000.00	189.22	1,959.32	0.00	195.93
30-23-5290	Other Employee Benefits	0.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>186,000.00</i>	<i>13,490.15</i>	<i>150,347.38</i>	<i>0.00</i>	<i>80.83</i>
	<b>Materials &amp; Services</b>					
30-23-6155	Contracted Services	174,000.00	10,900.25	128,143.17	62,682.39	73.65
30-23-6340	System Maintenance	30,000.00	27,225.00	27,225.00	3,375.00	90.75
30-23-6420	Staff Training	3,000.00	245.00	1,494.00	0.00	49.80
30-23-6430	Certifications	1,000.00	0.00	0.00	0.00	0.00
30-23-6530	Small Tools & Equipment	1,000.00	0.00	0.00	0.00	0.00
30-23-6540	Safety Supplies	1,000.00	0.00	0.00	0.00	0.00
30-23-6550	Operational Supplies	6,000.00	0.00	3,494.98	0.00	58.25
30-23-6730	Communications	61,000.00	1,975.59	37,685.45	22,958.28	61.78
30-23-6780	Taxes, Fees, Permits	4,400.00	0.00	4,224.00	0.00	96.00
	<i>Materials &amp; Services</i>	<i>281,400.00</i>	<i>40,345.84</i>	<i>202,266.60</i>	<i>89,015.67</i>	<i>71.88</i>
	<b>Watershed Protection</b>	<b>467,400.00</b>	<b>53,835.99</b>	<b>352,613.98</b>	<b>89,015.67</b>	<b>75.44</b>
	<b>Transfers &amp;</b>					

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	<b>Contingencies</b>					
	<i>Transfers &amp; Contingencies</i>					
30-29-8105	Transfers Out to Fund 05	1,069,000.00	89,083.00	890,830.00	0.00	83.33
30-29-8120	Transfers Out to Fund 20	154,600.00	12,883.00	128,830.00	0.00	83.33
30-29-9000	Contingency	138,874.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>1,362,474.00</i>	<i>101,966.00</i>	<i>1,019,660.00</i>	<i>0.00</i>	<i>74.84</i>
	<b>Transfers &amp; Contingencies</b>	<b>1,362,474.00</b>	<b>101,966.00</b>	<b>1,019,660.00</b>	<b>0.00</b>	<b>74.84</b>
<b>30</b>	Expense	1,829,874.00	155,801.99	1,372,273.98	89,015.67	74.99
	<b>Watershed Protection</b>	<b>0.00</b>	<b>-6,150.83</b>	<b>108,910.67</b>	<b>-89,015.67</b>	<b>0.00</b>
<b>50</b>	<b>WW Revenue Bond Debt Service</b>					
	<b>NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
50-00-3500	Fund Balance	527,978.00	0.00	7,340.70	0.00	1.39
	<i>Beginning Fund Balance</i>	<i>527,978.00</i>	<i>0.00</i>	<i>7,340.70</i>	<i>0.00</i>	<i>1.39</i>
	<b>NonDivisional</b>	<b>527,978.00</b>	<b>0.00</b>	<b>7,340.70</b>	<b>0.00</b>	<b>1.39</b>
	Fund Balance	527,978.00	0.00	7,340.70	0.00	1.39
	<b>NonDivisional</b>					
	<i>Revenue</i>					
50-00-4610	Investment Revenue	3,000.00	510.72	2,244.51	0.00	74.82
	<i>Revenue</i>	<i>3,000.00</i>	<i>510.72</i>	<i>2,244.51</i>	<i>0.00</i>	<i>74.82</i>
	<b>NonDivisional</b>	<b>3,000.00</b>	<b>510.72</b>	<b>2,244.51</b>	<b>0.00</b>	<b>74.82</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Revenue</i>					
50-29-4920	Transfer In from Fund 20	3,482,000.00	0.00	1,866,000.00	0.00	53.59
	<i>Revenue</i>	<i>3,482,000.00</i>	<i>0.00</i>	<i>1,866,000.00</i>	<i>0.00</i>	<i>53.59</i>
	<b>Transfers &amp; Contingencies</b>	<b>3,482,000.00</b>	<b>0.00</b>	<b>1,866,000.00</b>	<b>0.00</b>	<b>53.59</b>
	Revenue	3,485,000.00	510.72	1,868,244.51	0.00	53.61
	<b>Debt Service</b>					
	<i>Materials &amp; Services</i>					
50-24-6810	2010 SRF Loan Principal	965,000.00	0.00	964,834.00	0.00	99.98
50-24-6811	2021 IFA Loan Principal	323,000.00	0.00	322,781.15	0.00	99.93
50-24-6813	JPM Bank Loan Principal	1,450,000.00	0.00	0.00	0.00	0.00
50-24-6820	2010 SRF Loan Interest	260,000.00	0.00	259,614.00	0.00	99.85
50-24-6822	2021 IFA Loan Interest	154,000.00	0.00	153,337.93	0.00	99.57
50-24-6823	JPM Bank Loan Interest	271,000.00	0.00	135,275.00	0.00	49.92
	<i>Materials &amp; Services</i>	<i>3,423,000.00</i>	<i>0.00</i>	<i>1,835,842.08</i>	<i>0.00</i>	<i>53.63</i>
	<b>Debt Service</b>	<b>3,423,000.00</b>	<b>0.00</b>	<b>1,835,842.08</b>	<b>0.00</b>	<b>53.63</b>
<b>50</b>	Expense	3,423,000.00	0.00	1,835,842.08	0.00	53.63
	<b>WW Revenue Bond Debt Service</b>	<b>589,978.00</b>	<b>510.72</b>	<b>39,743.13</b>	<b>0.00</b>	<b>6.74</b>
<b>71</b>	<b>Drinking Water Capital</b>					
	<b>NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
71-00-3500	Fund Balance	3,487,371.00	0.00	62,793.23	0.00	1.80
	<i>Beginning Fund Balance</i>	<i>3,487,371.00</i>	<i>0.00</i>	<i>62,793.23</i>	<i>0.00</i>	<i>1.80</i>
	<b>NonDivisional</b>	<b>3,487,371.00</b>	<b>0.00</b>	<b>62,793.23</b>	<b>0.00</b>	<b>1.80</b>
	Fund Balance	3,487,371.00	0.00	62,793.23	0.00	1.80
	<b>NonDivisional</b>					



Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
71-00-4221	<i>Revenue</i> System	50,000.00	12,791.00	264,426.00	0.00	528.85
71-00-4225	Development-Reimburse System	50,000.00	11,881.00	246,082.00	0.00	492.16
71-00-4610	Development-Improvement Investment Revenue	50,000.00	20,122.22	172,107.23	0.00	344.21
	<i>Revenue</i>	<i>150,000.00</i>	<i>44,794.22</i>	<i>682,615.23</i>	<i>0.00</i>	<i>455.08</i>
	<b>NonDivisional</b>	<b>150,000.00</b>	<b>44,794.22</b>	<b>682,615.23</b>	<b>0.00</b>	<b>455.08</b>
	<b>Transfers &amp; Contingencies</b>					
71-29-4910	<i>Revenue</i> Transfer In from Fund 10	1,500,000.00	125,000.00	1,250,000.00	0.00	83.33
	<i>Revenue</i>	<i>1,500,000.00</i>	<i>125,000.00</i>	<i>1,250,000.00</i>	<i>0.00</i>	<i>83.33</i>
	<b>Transfers &amp; Contingencies</b>	<b>1,500,000.00</b>	<b>125,000.00</b>	<b>1,250,000.00</b>	<b>0.00</b>	<b>83.33</b>
	<b>Revenue</b>	<b>1,650,000.00</b>	<b>169,794.22</b>	<b>1,932,615.23</b>	<b>0.00</b>	<b>117.13</b>
	<b>Drinking Water</b>					
	<i>Capital Outlay</i>					
71-20-7200	Infrastructure	491,000.00	58,156.39	333,536.24	152,382.29	67.93
71-20-7300	Buildings & Improvements	25,000.00	0.00	1,871.25	0.00	7.49
71-20-7400	Improvement Other than Bldgs	9,000.00	0.00	9,000.00	0.00	100.00
71-20-7520	Equipment	200,000.00	0.00	15,666.42	145,658.55	7.83
71-20-7530	Information Technology	75,000.00	0.00	0.00	6,788.44	0.00
71-20-7600	Capital Improvement Projects	2,400,000.00	240,109.26	1,059,034.68	547,687.18	44.13
	<i>Capital Outlay</i>	<i>3,200,000.00</i>	<i>298,265.65</i>	<i>1,419,108.59</i>	<i>852,516.46</i>	<i>44.35</i>
	<b>Drinking Water</b>	<b>3,200,000.00</b>	<b>298,265.65</b>	<b>1,419,108.59</b>	<b>852,516.46</b>	<b>44.35</b>
	<b>Transfers &amp; Contingencies</b>					
71-29-9000	<i>Transfers &amp; Contingencies</i> Contingency	370,000.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>370,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	<b>Transfers &amp; Contingencies</b>	<b>370,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>71</b>	Expense <b>Drinking Water Capital</b>	<b>3,570,000.00</b>	<b>298,265.65</b>	<b>1,419,108.59</b>	<b>852,516.46</b>	<b>39.75</b>
		<b>1,567,371.00</b>	<b>-128,471.43</b>	<b>576,299.87</b>	<b>-852,516.46</b>	<b>36.77</b>
<b>72</b>	<b>Wastewater Reclamation Capital NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
72-00-3500	Fund Balance	2,557,963.00	0.00	-1,011,212.03	0.00	-39.53
	<i>Beginning Fund Balance</i>	<i>2,557,963.00</i>	<i>0.00</i>	<i>-1,011,212.03</i>	<i>0.00</i>	<i>-39.53</i>
	<b>NonDivisional</b>	<b>2,557,963.00</b>	<b>0.00</b>	<b>-1,011,212.03</b>	<b>0.00</b>	<b>-39.53</b>
	<b>Fund Balance</b>	<b>2,557,963.00</b>	<b>0.00</b>	<b>-1,011,212.03</b>	<b>0.00</b>	<b>-39.53</b>
	<b>NonDivisional</b>					
	<i>Revenue</i>					
72-00-4220	System Development Charges	100,000.00	25,825.00	160,115.00	0.00	160.12
72-00-4610	Investment Revenue	30,000.00	14,915.42	153,291.48	0.00	510.97
72-00-4630	Miscellaneous Revenues	0.00	0.00	105,000.00	0.00	0.00
72-00-4650	Proceeds From Borrowing	1,500,000.00	0.00	0.00	0.00	0.00
	<i>Revenue</i>	<i>1,630,000.00</i>	<i>40,740.42</i>	<i>418,406.48</i>	<i>0.00</i>	<i>25.67</i>
	<b>NonDivisional</b>	<b>1,630,000.00</b>	<b>40,740.42</b>	<b>418,406.48</b>	<b>0.00</b>	<b>25.67</b>



Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	<b>Transfers &amp; Contingencies</b>					
	<i>Revenue</i>					
72-29-4920	Transfer In from Fund 20	3,200,000.00	266,667.00	2,666,670.00	0.00	83.33
	<i>Revenue</i>	<i>3,200,000.00</i>	<i>266,667.00</i>	<i>2,666,670.00</i>	<i>0.00</i>	<i>83.33</i>
	<b>Transfers &amp; Contingencies</b>	<b>3,200,000.00</b>	<b>266,667.00</b>	<b>2,666,670.00</b>	<b>0.00</b>	<b>83.33</b>
	<i>Revenue</i>	4,830,000.00	307,407.42	3,085,076.48	0.00	63.87
	<b>Wastewater-Plant</b>					
	<i>Capital Outlay</i>					
72-21-7200	Infrastructure	0.00	0.00	0.00	0.00	0.00
72-21-7300	Buildings & Improvements	98,600.00	0.00	55,885.86	12,770.00	56.68
72-21-7520	Equipment	680,500.00	297,892.07	571,141.56	79,633.00	83.93
72-21-7530	Information Technology	91,200.00	0.00	91,225.54	6,788.43	100.03
72-21-7600	Capital Improvement Projects	874,500.00	39,044.61	750,965.75	168,726.00	85.87
	<i>Capital Outlay</i>	<i>1,744,800.00</i>	<i>336,936.68</i>	<i>1,469,218.71</i>	<i>267,917.43</i>	<i>84.21</i>
	<b>Wastewater-Plant</b>	<b>1,744,800.00</b>	<b>336,936.68</b>	<b>1,469,218.71</b>	<b>267,917.43</b>	<b>84.21</b>
	<b>Wastewater-Collections</b>					
	<i>Capital Outlay</i>					
72-22-7200	Infrastructure	210,200.00	0.00	102,101.45	7,300.00	48.57
72-22-7520	Equipment	30,000.00	0.00	5,491.58	0.00	18.31
72-22-7600	Capital Improvement Projects	3,600,000.00	126,162.00	1,529,291.76	818,874.64	42.48
	<i>Capital Outlay</i>	<i>3,840,200.00</i>	<i>126,162.00</i>	<i>1,636,884.79</i>	<i>826,174.64</i>	<i>42.62</i>
	<b>Wastewater-Collections</b>	<b>3,840,200.00</b>	<b>126,162.00</b>	<b>1,636,884.79</b>	<b>826,174.64</b>	<b>42.62</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Transfers &amp; Contingencies</i>					
72-29-9000	Contingency	653,800.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>653,800.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	<b>Transfers &amp; Contingencies</b>	<b>653,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
72	Expense	6,238,800.00	463,098.68	3,106,103.50	1,094,092.07	49.79
	<b>Wastewater Reclamation Capital</b>	<b>1,149,163.00</b>	<b>-155,691.26</b>	<b>-1,032,239.05</b>	<b>-1,094,092.07</b>	<b>-89.83</b>
73	<b>Watershed Protection Capital</b>					
	<b>NonDivisional</b>					
	<i>Beginning Fund Balance</i>					
73-00-3500	Fund Balance	2,613,105.00	0.00	30,571.09	0.00	1.17
	<i>Beginning Fund Balance</i>	<i>2,613,105.00</i>	<i>0.00</i>	<i>30,571.09</i>	<i>0.00</i>	<i>1.17</i>
	<b>NonDivisional</b>	<b>2,613,105.00</b>	<b>0.00</b>	<b>30,571.09</b>	<b>0.00</b>	<b>1.17</b>
	Fund Balance	2,613,105.00	0.00	30,571.09	0.00	1.17
	<b>NonDivisional</b>					
	<i>Revenue</i>					
73-00-4610	Investment Revenue	20,000.00	12,010.43	93,764.49	0.00	468.82
	<i>Revenue</i>	<i>20,000.00</i>	<i>12,010.43</i>	<i>93,764.49</i>	<i>0.00</i>	<i>468.82</i>
	<b>NonDivisional</b>	<b>20,000.00</b>	<b>12,010.43</b>	<b>93,764.49</b>	<b>0.00</b>	<b>468.82</b>
	Revenue	20,000.00	12,010.43	93,764.49	0.00	468.82
	<b>Watershed Protection</b>					
	<i>Capital Outlay</i>					

<b>Account Number</b>	<b>Description</b>	<b>Budget</b>	<b>Period Amt</b>	<b>End Bal</b>	<b>Encumbered</b>	<b>% of Budget</b>
73-23-7600	Capital Improvement Projects	300,000.00	0.00	0.00	0.00	0.00
	<i>Capital Outlay</i>	<i>300,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	<b>Watershed Protection</b>	<b>300,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Transfers &amp; Contingencies</b>					
	<i>Transfers &amp; Contingencies</i>					
73-29-9000	Contingency	50,000.00	0.00	0.00	0.00	0.00
	<i>Transfers &amp; Contingencies</i>	<i>50,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	<b>Transfers &amp; Contingencies</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<i>Transfers &amp; Contingencies</i>					
73	Expense	350,000.00	0.00	0.00	0.00	0.00
	<b>Watershed Protection</b>	<b>2,283,105.00</b>	<b>12,010.43</b>	<b>124,335.58</b>	<b>0.00</b>	<b>5.45</b>
	<b>Capital</b>					
Revenue Total		<b>33,839,000.00</b>	<b>2,514,575.78</b>	<b>26,608,656.30</b>	<b>0.00</b>	<b>78.6331</b>
Expense Total		<b>40,057,913.00</b>	<b>2,361,134.88</b>	<b>24,531,567.16</b>	<b>3,175,052.16</b>	<b>61.2403</b>

General Ledger  
Account Roll up



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Period 10 - 10  
Fiscal Year 2024

Sort Level	Description	Budget	Period Amt	End Bal	% Expend /Collect
<b>Revenue</b>	<b>Revenue</b>				
4210	Water Sales - CRW	\$ 30,000.00	\$ 2,262.62	\$ 36,415.27	121.4%
4211	Water sales	\$ 5,469,000.00	\$ 412,721.82	\$ 4,433,868.02	81.1%
4212	Wastewater Charges	\$ 11,913,000.00	\$ 1,062,943.47	\$ 9,625,310.80	80.8%
4213	Watershed protection fees	\$ 1,751,000.00	\$ 147,714.30	\$ 1,443,307.44	82.4%
4215	Penalties & late charges	\$ 23,000.00	\$ 1,823.61	\$ 22,026.02	95.8%
4220	System Development Charges	\$ 100,000.00	\$ 25,825.00	\$ 160,115.00	160.1%
4221	System Development-Reimburse	\$ 50,000.00	\$ 12,791.00	\$ 264,426.00	528.9%
4225	System Development-Improvement	\$ 50,000.00	\$ 11,881.00	\$ 246,082.00	492.2%
4227	System Development-Compliance	\$ -	\$ 321.00	\$ 6,653.00	0.0%
4230	Contract services	\$ 57,400.00	\$ 4,000.00	\$ 45,400.00	79.1%
4240	Service installations	\$ 10,000.00	\$ 3,780.00	\$ 53,341.00	533.4%
4280	Rents & leases	\$ 180,000.00	\$ 16,808.46	\$ 167,126.56	92.9%
4290	Other charges for services	\$ 45,000.00	\$ 3,370.00	\$ 65,256.03	145.0%
4610	Investment revenue	\$ 119,000.00	\$ 54,078.62	\$ 498,086.10	418.6%
4630	Miscellaneous revenues	\$ 37,000.00	\$ 2,371.88	\$ 156,413.06	422.7%
4650	Proceeds from borrowing	\$ 1,500,000.00	\$ -	\$ -	0.0%
		\$ 21,334,400.00	\$ 1,762,692.78	\$ 17,223,826.30	<b>80.7%</b>
4910	Transfer in from Fund 10	\$ 2,569,000.00	\$ 214,083.00	\$ 2,140,830.00	83.3%
4920	Transfer in from Fund 20	\$ 8,712,000.00	\$ 435,834.00	\$ 6,224,340.00	71.5%
4930	Transfer in from Fund 30	\$ 1,223,600.00	\$ 101,966.00	\$ 1,019,660.00	83.3%
<b>Revenue</b>	<b>Revenue</b>	<b>\$ 33,839,000.00</b>	<b>\$ 2,514,575.78</b>	<b>\$ 26,608,656.30</b>	<b>78.6%</b>
<b>Expense</b>	<b>Expense</b>				
<b>Personnel Services</b>					
5110	Regular employees	\$ 3,754,000.00	\$ 301,724.77	\$ 3,033,280.27	80.8%
5120	Temporary/Seasonal employees	\$ 15,000.00	\$ 1,325.00	\$ 12,312.50	82.1%
5130	Overtime	\$ 139,000.00	\$ 10,436.79	\$ 114,219.68	82.2%
5210	Employee Ins	\$ 814,000.00	\$ 56,172.08	\$ 522,147.16	64.2%
5230	Social Security	\$ 291,000.00	\$ 23,482.23	\$ 234,440.44	80.6%
5240	Retirement	\$ 697,000.00	\$ 55,576.36	\$ 588,165.85	84.4%
5250	Trimet	\$ 62,000.00	\$ 3,854.82	\$ 37,322.42	60.2%
5260	Unemployment	\$ 5,000.00	\$ -	\$ 3,686.43	73.7%
5270	Workers compensation	\$ 49,000.00	\$ 3,275.78	\$ 33,995.08	69.4%
5290	Other employee benefits	\$ 15,000.00	\$ 1,204.11	\$ 12,121.85	80.8%
		\$ 5,841,000.00	\$ 457,051.94	\$ 4,591,691.68	78.6%
<b>Materials &amp; Services</b>					
6110	Legal services	\$ 300,000.00	\$ 18,610.50	\$ 154,151.95	51.4%
6120	Accounting & audit services	\$ 68,500.00	\$ -	\$ 525.00	0.8%
6155	Contracted Services	\$ 1,460,300.00	\$ 82,630.88	\$ 853,558.82	58.5%
6175	Records Management	\$ 8,500.00	\$ -	\$ 4,266.69	50.2%
6180	Dues & subscriptions	\$ 42,000.00	\$ 2,868.00	\$ 34,835.18	82.9%

Sort Level	Description	Budget	Period Amt	End Bal	% Expend /Collect
6220	Electricity	\$ 437,500.00	\$ 32,261.22	\$ 341,023.25	78.0%
6230	Telephone	\$ 59,700.00	\$ 2,317.26	\$ 45,157.69	75.6%
6240	Natural gas	\$ 10,000.00	\$ 595.35	\$ 7,323.66	73.2%
6250	Solid waste disposal	\$ 44,000.00	\$ 70.00	\$ 22,004.99	50.0%
6290	Other utilities	\$ 15,200.00	\$ 1,571.00	\$ 10,623.25	69.9%
6310	Janitorial services	\$ 35,000.00	\$ 2,939.93	\$ 27,933.46	79.8%
6320	Buildings & grounds	\$ 103,000.00	\$ 8,837.60	\$ 72,858.75	70.7%
6330	Vehicle & equipment maint.	\$ 80,000.00	\$ 14,464.79	\$ 60,476.07	75.6%
6340	Distribution system maint	\$ 230,000.00	\$ 33,962.83	\$ 143,669.34	62.5%
6342	Collection system maint.	\$ 220,000.00	\$ 9,019.90	\$ 152,040.06	69.1%
6350	Computer maintenance	\$ 434,500.00	\$ 29,251.32	\$ 335,149.00	77.1%
6410	Mileage	\$ 5,000.00	\$ 7.37	\$ 929.80	18.6%
6420	Staff training	\$ 71,500.00	\$ 1,137.18	\$ 38,148.05	53.4%
6430	Certifications	\$ 9,000.00	\$ 269.15	\$ 4,673.90	51.9%
6440	Board travel & training	\$ 5,000.00	\$ -	\$ 1,534.80	30.7%
6510	Office supplies	\$ 36,000.00	\$ 3,356.80	\$ 26,248.40	72.9%
6520	Fuel & oils	\$ 50,000.00	\$ 3,733.46	\$ 31,040.72	62.1%
6525	Chemicals	\$ 77,000.00	\$ 928.52	\$ 36,110.80	46.9%
6530	Small tools & equipment	\$ 53,000.00	\$ 6,553.63	\$ 43,891.94	82.8%
6540	Safety supplies	\$ 63,000.00	\$ 1,583.87	\$ 47,207.72	74.9%
6550	Operational Supplies	\$ 28,000.00	\$ 1,084.42	\$ 15,421.84	55.1%
6560	Uniforms	\$ 42,000.00	\$ 167.18	\$ 28,827.93	68.6%
6570	In-House Laboratory Services	\$ 15,000.00	\$ 142.00	\$ 9,505.91	63.4%
6610	Board compensation	\$ 2,500.00	\$ -	\$ -	0.0%
6620	Election Costs	\$ 500.00	\$ -	\$ -	0.0%
6710	Purchased water	\$ 1,200,000.00	\$ 74,564.70	\$ 919,288.56	76.6%
6715	Water quality program	\$ 34,000.00	\$ 741.95	\$ 18,867.53	55.5%
6720	Insurance	\$ 210,000.00	\$ 16,793.46	\$ 168,631.94	80.3%
6730	Communications	\$ 99,500.00	\$ 15,424.77	\$ 60,489.96	60.8%
6740	Advertising	\$ 7,000.00	\$ -	\$ 1,347.00	19.2%
6760	Equipment Rental	\$ 41,000.00	\$ -	\$ 30,221.20	73.7%
6770	Bank charges	\$ 181,000.00	\$ 12,473.90	\$ 143,105.46	79.1%
6780	Taxes, Fees & Permits	\$ 127,400.00	\$ 12,614.67	\$ 103,401.10	81.2%
6790	Miscellaneous Expense	\$ -	\$ 86.97	\$ 189.86	0.0%
		\$ 5,905,600.00	\$ 391,064.58	\$ 3,994,681.58	67.6%
<b><u>Debt Service and Special Payments</u></b>					
6810	2010 SRF Loan Principal	\$ 965,000.00	\$ -	\$ 964,834.00	100.0%
6811	2010 IFA Loan Principal	\$ 323,000.00	\$ -	\$ 322,781.15	99.9%
6813	JPM Bank Loan Principal	\$ 1,450,000.00	\$ -	\$ -	0.0%
6815	Zions Bank loan-principal	\$ 193,000.00	\$ -	\$ 193,000.00	100.0%
6820	2010 SRF Loan Interest	\$ 260,000.00	\$ -	\$ 259,614.00	99.9%
6822	2010 IFA Loan Interest	\$ 154,000.00	\$ -	\$ 153,337.93	99.6%
6823	JPM Bank Loan Interest	\$ 271,000.00	\$ -	\$ 135,275.00	49.9%
6825	Zions Bank loan-interest	\$ 16,100.00	\$ -	\$ 16,005.50	99.4%
		\$ 3,632,100.00	\$ -	\$ 2,044,847.58	56.3%
<b><u>Capital Outlay</u></b>					
7200	Infrastructure	\$ 701,200.00	\$ 58,156.39	\$ 435,637.69	62.1%
7300	Buildings & Improvements	\$ 123,600.00	\$ -	\$ 57,757.11	46.7%
7400	Improvement other than Bldgs	\$ 9,000.00	\$ -	\$ 9,000.00	100.0%
7520	Equipment	\$ 910,500.00	\$ 297,892.07	\$ 592,299.56	65.1%
7530	Information Technology	\$ 166,200.00	\$ -	\$ 91,225.54	54.9%
7600	Capital Improvement Projects	\$ 7,174,500.00	\$ 405,315.87	\$ 3,339,292.19	46.5%

Sort Level	Description	Budget	Period Amt	End Bal	% Expend /Collect
		\$ 9,085,000.00	\$ 761,364.33	\$ 4,525,212.09	49.8%
<b><u>Transfers</u></b>					
8105	Transfers out to Fund 05	\$ 4,168,000.00	\$ 347,333.00	\$ 3,473,330.00	83.3%
8120	Transfers out to Fund 20	\$ 154,600.00	\$ 12,883.00	\$ 128,830.00	83.3%
8150	Transfers out to Fund 50	\$ 3,482,000.00	\$ -	\$ 1,866,000.00	53.6%
8171	Transfers out to Fund 71	\$ 1,500,000.00	\$ 125,000.00	\$ 1,250,000.00	83.3%
8172	Transfers out to Fund 72	\$ 3,200,000.00	\$ 266,667.00	\$ 2,666,670.00	83.3%
		\$ 12,504,600.00	\$ 751,883.00	\$ 9,384,830.00	75.1%
		<b>\$ 36,968,300.00</b>	<b>\$ 2,361,363.85</b>	<b>\$ 24,541,262.93</b>	<b>66.4%</b>
9000	Contingency	\$ 3,104,613.00	\$ -	\$ -	0.0%
<b>Expense</b>	<b>Expense</b>	<b>\$ 40,072,913.00</b>	<b>\$ 2,361,363.85</b>	<b>\$ 24,541,262.93</b>	<b>61.2%</b>
<b>Revenue Total</b>		<b>\$ 33,839,000.00</b>	<b>\$ 2,514,575.78</b>	<b>\$ 26,608,656.30</b>	<b>78.6%</b>
<b>Expense Total</b>		<b>\$ 40,072,913.00</b>	<b>\$ 2,361,363.85</b>	<b>\$ 24,541,262.93</b>	<b>61.2%</b>
<b>Grand Total</b>		<b>\$ (6,233,913.00)</b>	<b>\$ 153,211.93</b>	<b>\$ 2,067,393.37</b>	<b>-33.2%</b>



## AGENDA ITEM

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<b>To</b>	Board of Directors
<b>From</b>	Laural Casey, District Recorder
<b>Title</b>	Approval of Meeting Minutes
<b>Item No.</b>	3b
<b>Date</b>	June 18, 2024

---

### **Summary of Minutes for Approval**

The Board of Directors reviews and approves the minutes of the Body's prior public meetings.

### **Attachments**

1. May 21, 2024 Meeting Minutes



**OAK LODGE WATER SERVICES  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
MAY 21, 2024**

---

Board of Directors

Susan Keil	Chair
Kevin Williams	Vice Chair
Paul Gornick	Treasurer
Ginny Van Loo	Director
Heidi Bullock	Director

Oak Lodge Water Services Staff

Brad Albert	Interim General Manager
Gail Stevens	Finance Director
David Hawkins	Plant Superintendent
Lindsey Kangiser	HR/Payroll Manager
Laural Casey	District Recorder

Consultants & Organizational Representatives

Tommy Brooks	Cable Huston
Laura Westmeyer	Cable Huston

---

**1. Call to Order**

Chair Keil called the meeting to order at 6:00 p.m.

**2. Call for Public Comment**

Chair Keil acknowledged the submitted written comment.

There was no verbal public comment.

**3. Consent Agenda**

Items on the Consent Agenda included:

- The March 2024 Financial Report, and
- April 16, 2024 Board Meeting Minutes.

Director Van Loo moved to approve the Consent Agenda. Treasurer Gornick seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

**4. Public Hearing: FY 2025 Approved Budget**

Chair Keil stated the purpose and opened the public hearing at 6:07 p.m.

There were no comments.

Chair Keil closed the public hearing at 6:08 p.m.

**5. Consideration of Resolution No. 2024-0027 Adopting the Budget for Fiscal Year 2024-2025 and Making Appropriations**

Treasurer Gornick moved to adopt Resolution No. 2024-0027 adopting the fiscal year 2024-2025 Approved Budget and making appropriations. Vice Chair Williams seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

**6. Consideration of Agreement for Government Affairs Services with Thorn Run Partners**

Interim General Manager Albert overviewed the services provided by Thorn Run Partners and the proposed agreement.

Treasurer Gornick moved to approve the General Manager to sign a Personal Services Agreement for Government Affairs Services with Thorn Run Partners, LLC. beginning July 1, 2024. Director Bullock seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

**7. Presentation of Quarterly Capital Projects Report**

Interim General Manager Albert detailed the Quarterly Capital Projects Report highlighting ongoing projects.

The Board asked clarifying questions.

**8. Consideration of Resolution No. 2024-0028 Approving a FY 2024 Budget Transfer**

Finance Director Stevens summarized the proposed budget transfer.

Vice Chair Williams moved to adopt Resolution No. 2024-0028 amending the fiscal year 2023-2024 Adopted Budget as presented. Treasurer Gornick seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.



MOTION CARRIED

**9. Business from the Board**

Director Van Loo reported on the State of the County event.

Vice Chair Williams requested staff to consider alternate format options for customer mailings.

Chair Keil provided an update on the appointment of a General Manager.

**10. Department Reports**

The Management Team provided highlights from their written reports.

The Board asked clarifying questions.

Sherry French, CRW President, thanked regional partnerships during the time their Plant was down.

**11. Recess to Executive Session**

Chair Keil recessed to executive session at 6:46 p.m. under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

**12. Adjourn Executive Session**

Chair Keil adjourned the executive session at 7:04 p.m.

No decisions were made as a result of the executive session.

**13. Adjourn Meeting**

Chair Keil adjourned the meeting at 7:05 p.m.

Respectfully submitted,

---

Susan Keil  
Chair, Board of Directors

---

Kevin Williams  
Vice Chair, Board of Directors

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## AGENDA ITEM

---

<b>Title</b>	Public Hearing: FY 2025 Schedule of Rates, Fees, and Other Charges
<b>Item No.</b>	4
<b>Date</b>	June 18, 2024

---

### Summary

Members of the public are invited to comment or provide testimony related to the FY 2024-2025 Schedule of Rates, Fees, and Other Charges.

There are two basic public comment options: written and verbal.

Written Public Comment may be submitted in person, online, and by email or postal mail. Written comments may not be read out loud or addressed during the meeting, however, all public comments will be entered into the record.

Verbal Public Comment may be given during public meeting's comment period. Commenters must register to speak with the District Recorder before the start of the meeting. The Board of Directors may elect to limit the total time available for public comment or for any single speaker depending on meeting length.

**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Monday, June 3, 2024 10:55:36 AM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Jeff
<b>Last Name:</b>	Acree
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	15216 SE Linden Lane, Milwaukie OR. (7267
<b>Contact Information:</b>	5038638011
<b>Written Comments:</b>	Absolutely no on this rate increase. You just raised it late last year. Live within your means like the rest of us. You are absolutely price gouging the residents of Oak Grove with another 12% hike.



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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Saturday, June 1, 2024 4:59:22 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Kati
<b>Last Name:</b>	Roberts
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	15935 SE Arista Dr
<b>Contact Information:</b>	5039973593
<b>Written Comments:</b>	It is absolutely ridiculous that you are raising the rates ONCE AGAIN. Our bills have tripled in the recent past and there is absolutely no reason why we should be paying more. I do not want to be funding any watershed projects or any more environmental endeavors, my hard earned money should go towards

feeding my children in increasingly difficult times.

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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Friday, June 7, 2024 9:53:36 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Vanora
<b>Last Name:</b>	Bender
<b>Group or Organization Affiliation:</b>	n/a
<b>Address:</b>	15232 SE Oatfield Rd
<b>Contact Information:</b>	joevanbender@comcast.net
	I have been a customer in Oak Grove for 28 years. During the combining of the Oak Lodge Water and Oak Lodge Sanitary Districts about 7 years ago, customers were assured that the combined utility company, Oak Lodge Water Services, would supply the same quality services at a better price for customers, as the new

**Written  
Comments:**

utility would be able to streamline operations and pare two sets of administrative manpower into one. Last year we received the notice that rates were increasing due to new state safety and health requirements. While we weren't happy about the increases, it did make sense as the extra funding was to pay for improvements that would bring the utility into compliance. Plus, wouldn't be good to have non-compliance fines charged by the state, which would eventually roll down to the customer. This summer we received another notice about new rate increases, for apparently the same reason – capital improvements. By the examples provided on the postcard, I was able to backtrack, and found that both rate increases amount to a 44.4% increase over rates from May of 2023. Did the combining of the water and sanitary districts actually did save the consumers money? So far we have only seen increases, and continued increases of this sort are not sustainable by the customers. Looking at the Capital Improvement Plan for FY 2024-2029, I see that a Tertiary Filter Project is listed as one of the ways to adhere to the new stringent standards of the updated DEQ permit. This Tertiary Filter was listed in the flyer from the 2023 rate increases. Was the average of \$25/month increase per customer from last year not sufficient to cover this? And if not, why weren't annual increases listed as options in the rate increase flyer from last year? We are getting to the point where those of us who are able to afford our rent/mortgages will get tipped into unable to afford housing because of utility increases. Please see calculations below: • New bill will be \$128.87 o Increase of \$14.59/month, or 12.8% increase • Therefore current bill is  $128.87 - 14.59 = 114.28$  • Increase in 2023 was 25.03 • Therefore bill prior to 2023 increase was  $114.28 - 25.03 = 89.25$  • Current bill vs bill in May of 2023 as a percentage increase: •  $((128.87 - 89.25)/89.25)*100 = 44.39\%$  increase

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**From:** [Streamline](#)  
**To:** [Info](#); [Laural Casey](#)  
**Subject:** New form submission received: Public Comment  
**Date:** Sunday, June 2, 2024 10:30:39 AM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Crystal
<b>Last Name:</b>	Benson
<b>Group or Organization Affiliation:</b>	None
<b>Address:</b>	4120 se Pinehurst Ave, Milwaukie
<b>Contact Information:</b>	Melodyclaire@gmail.com
<b>Written Comments:</b>	As an energy and water conservation manager, the cost of water has historically been far too low to represent how critical and limited water is. By increasing the cost of water (and sewer) it will force our society to change its relationship with potable water and result in dramatic reduction in wasteful water

usage. In parallel, this cost increase will impact those in our community with limited resources and I trust that programs to support their access to clean water will be stood up.

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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Thursday, June 6, 2024 1:56:10 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Chris
<b>Last Name:</b>	George
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	901 SE River Forest Rd
<b>Contact Information:</b>	5037868975
<b>Written Comments:</b>	12.8 to 13.1% increase????? Waaaaiiiitt...I thought inflation was only 3% now??? According to our President. Really Oak Lodge? 13%? There are a lot of people who are really struggling right now to make ends meat. You should think about that when you force a rate hike 4 times the supposed inflation rate. I know

comments like this will go right in to the delete file, pronto! Public hearing??? What a waste of your customers' time! These decisions are made by people with too much power/EGO, not your customers.

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**From:** [Streamline](#)  
**To:** [Info](#); [Laural Casey](#)  
**Subject:** New form submission received: Public Comment  
**Date:** Monday, June 3, 2024 7:35:25 AM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Shannon
<b>Last Name:</b>	Hagerman
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	14224 SE Arista Dr Milwaukie OR 97267
<b>Contact Information:</b>	971-322-3337
<b>Written Comments:</b>	The proposed rate increase should not pass. At this time, households are receiving rate increases from all utilities. It has to stop somewhere as we enter the season of water conservation. The upkeep of our infrastructure should be a part of our taxes that we pay as landlords and homeowners. While we must have

access to water we also must consider striking a medium for what is fair in a economy where we survive paycheck to paycheck.

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**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Saturday, June 1, 2024 4:05:58 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Mary
<b>Last Name:</b>	Hallquist
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	5236 SE Wood Ct
<b>Contact Information:</b>	(503) 320-4759
<b>Written</b>	This is absolutely NOT the time to raise the water bill again. With the high cost of housing, the astronomical electric utility increases, the sky high gas prices and ever increasing cost of food - people are struggling to even put food on the table. This increase will breed MORE resentment toward the City officials because



**Comments:**

families are already at a breaking point. Are you so out of touch? Go on Milwaukie chat Facebook group and other local groups and see how many people are facing evictions and/or asking for help feeding their families. Stop being lazy and get creative in raising extra revenue. It's really tone-deaf for this to even be considered.

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**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Monday, June 3, 2024 7:28:31 AM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Cynthia
<b>Last Name:</b>	Hanson
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	5717 Duniway Ave Gladstone ore
<b>Contact Information:</b>	Hansoncspd@aol.com
<b>Written Comments:</b>	You are killing Gladstone residents who have to pay double sewer bills to Gladstone and you. This has to stop. I have contacted my state rep on this. So frustrating! I know it does absolutely no good to contact you on this, but I guess it makes us feel a little bit better

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**Subject:** New form submission received: Public Comment  
**Date:** Sunday, June 2, 2024 7:32:22 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Jen
<b>Last Name:</b>	Lewandowski
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	15713 SE Arista Drive, Milwaukie, OR 97267
<b>Contact Information:</b>	jenlewandowski@gmail.com
<b>Written Comments:</b>	I do not agree with this rate hike and would like to formally register my opposition. We just incurred a rate hike for sewer repair. Water is becoming as expensive here as in Portland, where I lived for 17 years. And you recently tried to spin monthly billing as a positive. Also, two months for notice that our rates are increasing?

PUT IT TO VOTE. This is utter nonsense. You shouldn't be able to simply drop this on residents.

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**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Monday, June 3, 2024 8:23:33 AM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Rick
<b>Last Name:</b>	McDaniel
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	17169 SE Sheela Court, Milwaukie OR 97267
<b>Contact Information:</b>	rickmcdaniel531@gmail.com
	When the cost of doing business goes up, most private businesses look to reduce costs. The cons of the two services Oak Lodge Water and Oak Lodge sewer are true, all that has been done is raise rates. Oregon is 3rd highest in the nation for cost of water! Yet we have an abundance of water here. Oak Lodge sewer

**Written  
Comments:**

average \$86 / month, yet the National US average sewer bill is \$63. Inflation in 2023 was 4.1% and thur March of 2024 3.5 %. Oak Lodge is to receive 3 million dollars in state monies for infrastructure improvements. Yet Oak Lodge is proposing double digit rate increase of 12.8% and 13.1%, over 3x the inflation rate! Even after all the public opinion and comments are said, we as hostage customers know Oak Lodge will increase the rate anyway. The double digit rate increases by ever utility service is putting a severe strain on seniors and the lower income households. How do you justify these huge increases? Oak Lodge should have Senior rate discount! The rate increase are forcing people to move away from the area. We cannot afford on a fixed income to continue to absorb and pay these double digit increases to support your profit margins.

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**From:** [Streamline](#)  
**To:** [Info](#); [Laural Casey](#)  
**Subject:** New form submission received: Public Comment  
**Date:** Sunday, June 2, 2024 5:00:57 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Teresa
<b>Last Name:</b>	Miller
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	SE Lindenbrook Ct
<b>Contact Information:</b>	2seyjuqu9@mozmail.com
<b>Written Comments:</b>	<p>While I appreciate that water is an essential service and everything costs more money over time, the Oak Lodge rate increases have gotten out of control. Inflation is running at 3.4% as of April 2024, so I see no possible justification for an increase of 12.8 to 13.1% in a single year, particularly on the heels of a 26.5%</p>



increase just one year ago. Please figure out a way to work within your current budget and/or pursue other forms of funding, such as state and federal grants, rather than further burdening residents. Thank you.

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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Saturday, June 1, 2024 5:15:07 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Rene'
<b>Last Name:</b>	Ormae-Jarmer
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	3208 SE Concord Rd
<b>Contact Information:</b>	reneormaejarmer@gmail.com
	In 2022/2023 we did an ADU and were charged SDC charges of 11K. We're already paying for the 'upgrades' you seek in Oak Lodge. We've already had a rate hike in 2023. Now you want to gauge the residents again? Stop raising our rates. This proposed increase puts Oak Grove residents in the position of funding these

**Written  
Comments:**

upgrades TOO MUCH. I've done the research trying to fight the SDC charges (an extra 6,000 that could have been waived just like Multnomah County), but it looks like whatever funds Oak Lodge is managing from grants and Federal funds just aren't enough. Wake up and stop raising our rates. You already have many angry customers! Gladstone's rate is 50% less than ours. I truly do not feel like even with public comments that Oak Lodge would even consider not just raising these rates. Every time I've seen any public opposition to price increases, it just seems like the board has already made up their mind. How can we even fight this anyways? Take these public comments seriously. For every person that takes the time to write in, you should count that feedback as 200 people. People do not have time to constantly come to meetings, protest, and write in. I am truly angry and disappointed that Oak Lodge continues to raise rates when they already have in the last year. STOP and take us seriously.

[Reply / Manage](#)

**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Sunday, June 2, 2024 12:01:41 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Shauna
<b>Last Name:</b>	Puckett
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	4832 Se Allan Rd
<b>Contact Information:</b>	5039526640
<b>Written Comments:</b>	Our water bill is already our highest bill. We are just a household of 2 with minimal use. A ~\$250 bill, with only about \$60 in actual useage, is already outrageous.



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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Sunday, June 2, 2024 7:13:20 AM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Jasmine
<b>Last Name:</b>	Purdy
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	2232 SE Park Ave
<b>Contact Information:</b>	Jasminejpurdy@gmail.com
<b>Written Comments:</b>	We can't believe you plan to raise the prices again on water. You expect a family of 4 squeezed into an 800 sq ft house to pay \$300 a month for water! That's a car payment! We are already on low income assistance but the discount you provide is very small and doesn't make these charges feasible.

---

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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Tuesday, June 4, 2024 12:25:35 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Ron G
<b>Last Name:</b>	Sarsten
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	5821 SE Jennings Ave
<b>Contact Information:</b>	503-310-5837
<b>Written Comments:</b>	What else can be said??? Stop full force-Analyze-Think-Prepare-About what you are doing with our rates!!! 1-The merger was to save us for a while from further increase's, meeting after meeting. 2-In my 30+ years as a customer our rates went from \$15 every 2 months, to a now WHOPPING almost a \$100 a month



for me, I have no garden, or grass to water, a 1-person household. 3-Stop this unstable and unreachable goal of your's, whatever that may be??? 4-It's not sustainable.....

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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Sunday, June 9, 2024 6:50:12 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Gerald
<b>Last Name:</b>	Schneider
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	15310 SE Risley Ct, Milwaukie 97267
<b>Contact Information:</b>	gfschnei@gmail.com
	As the Board of Directors discusses a proposed consumption-based rate increase, I would like to urge the Board to take this opportunity to consider redistributing some of the costs of infrastructure & maintenance from the service charge base rates to consumption-based rates. The current, base-rate-

**Written  
Comments:**

weighted distribution of costs places an inordinate burden on households with small and/or high-efficiency properties. I live in such a property, and over the past year, the service charges and watershed protection fee have accounted for over 90% of the total amount on each bill. The lopsidedness of wastewater charges are particularly egregious; the service base rate has accounted for over 97% of my wastewater charges on each bill. This is in no way fair or equitable to consumers, nor does it incentivize moderation of water use. Water treatment costs and wear & tear on transmission infrastructure are proportional to the volume of water being treated & transported, are they not? With all this in mind, I urge the Board to work towards bringing cost and use into proportion with one another. Thank you.

[Reply / Manage](#)

**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Monday, June 3, 2024 9:05:58 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Carolyn
<b>Last Name:</b>	A Scrutton
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	17504 SE Walta Vista Dr, Milwaukie, OR 97267
<b>Contact Information:</b>	carolynscrutton@comcast.net
<b>Written Comments:</b>	When Oak Lodge Water and Oak Lodge Sewer combined to form one agency YOU said our rates would not increase. Since these services have combined, that's all that our rates have done: GONE UP. And now and almost 13% increase...it will never end, will it? No. No rate increase. Do what the rest of

us are doing...spending less, doing without, using the money we have NOW more carefully. Give us back our faith in public services and don't raise our rates for the next two years...you work for us, right?

[Reply / Manage](#)

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**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Wednesday, June 5, 2024 8:16:25 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Michael
<b>Last Name:</b>	Seymour
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	6930 Oakridge Dr. Gladstone Or. 97027
<b>Contact Information:</b>	72mseym@gmail.com
<b>Written Comments:</b>	Are rates are going to go up {roughly}\$19 to \$25 a month? FOR WHAT? Everyone is jacking up their rates. My car insurance went up last month. My mortgage shot up this month. I'm waiting for the other utilities to shoot up too. Not to mention everything else. You guys are killing us. It's going to get to the point

where people can't pay anymore. ENOUGH.

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**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Monday, June 3, 2024 4:31:22 PM

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## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Hannah
<b>Last Name:</b>	Theisen
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	3624 SE Hager Lane, Milwaukie, OR 97267
<b>Contact Information:</b>	971-645-8396
	I am writing to express my strong opposition to the proposed water rate hike. As a resident and ratepayer, I am deeply concerned about the financial burden this increase would impose on my household. Water is a fundamental necessity, and any rise in rates directly impacts the financial well-being of families like mine. In



**Written  
Comments:**

addition to the strain it places on our budgets, such hikes disproportionately affect low-income households, exacerbating financial insecurity and hardship. Furthermore, before considering any rate adjustments, I urge you to explore alternative measures for managing costs and promoting conservation. Initiatives such as infrastructure improvements, water-saving incentives, and responsible governance should be prioritized over burdening ratepayers with increased fees. Thank you for the opportunity to comment. Dirk & Hannah Theisen

[Reply / Manage](#)



**PUBLIC COMMENT FORM**

The Oak Lodge Water Services District Board of Directors welcomes comment from members of the public. Please use this form to submit written comment.

---

**Identifying Information**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Group or Organization Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

---

**Public Comment**

The District Recorder requests written comments be submitted at least 48 hours prior to a regularly scheduled public meeting for distribution to the Board of Directors in advance of the meeting. Written comment may not be read out loud or addressed during the meeting, but all public comments will be entered into the record.

---

You may submit this form to the Oak Lodge Water Services District Recorder  
in person, by email, or by postal mail.

Email: [laural@olwsd.org](mailto:laural@olwsd.org)

District Offices: 14496 SE River Road, Oak Grove, OR 97267

**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Saturday, June 1, 2024 3:11:20 PM

**External Email – Confirm Sender and Beware of Links and Attachments**

Logo used for headers



## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Jeanelle
<b>Last Name:</b>	White
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	5095 SE Roethe Rd
<b>Contact Information:</b>	Jwhite2299@gmail.com
<b>Written Comments:</b>	We just had an increase of 25% a few months back and now we are asked again for another increase! I know myself and many others are struggling yo pay what we are now! How are we justifying asking only months later for more? I feel like the meeting we attended months back was for nothing because there

was never any doubt that you were going to get your 40% increase! This was deceitful and misleading! Why are we asking for more already? The city is pushing people out! You need to reconsider this increase!

[Reply / Manage](#)

Powered by [Streamline](#).

**From:** [Streamline](#)  
**To:** [Laural Casey](#)  
**Subject:** New form submission assigned to you: Public Comment  
**Date:** Sunday, June 2, 2024 12:12:36 PM

**External Email – Confirm Sender and Beware of Links and Attachments**

Logo used for headers



## Public Comment

<b>Written Public Comment Webform:</b>	
<b>First Name:</b>	Scott
<b>Last Name:</b>	Williams
<b>Group or Organization Affiliation:</b>	
<b>Address:</b>	3396 se naef rd 972676
<b>Contact Information:</b>	Hexagonsun74@gmail.com
<b>Written Comments:</b>	While it is great that you would like to raise rates again after raising them last year, it is irresponsible to do so. Having our water bill nearly double since moving into the district and not seeing noticeable improvement in services leads one to believe that oak lodge water district cannot budget itself properly. To continue to ask

the community to fund increases to wages, pensions, etc when inflation has already squeezed them financially is just plain unreasonable. Learn to run your business without 10% yearly increases or hire someone who can.

[Reply / Manage](#)

Powered by [Streamline](#).



## STAFF REPORT

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**To** Board of Directors  
**From** Gail Stevens, Finance Director  
**Title** Consideration of Resolution No. 2024-0029 Adopting Fiscal Year 2025  
Schedule of Rates, Fees, and Other Charges  
**Item No.** 5  
**Date** June 18, 2024

---

### Summary

Oak Lodge Water Services (OLWS) maintains a Schedule of Rates, Fees, and Other Charges that summarizes charges to OLWS customers for various services. The Schedule is updated each year in conjunction with OLWS' budget process.

### Background

OLWS' Schedule of Rates, Fees, and Other Charges (Schedule) summarizes utility rates, system development charges (SDC), permitting fees, and other fees associated with a variety of services provided to customers.

OLWS' utility rates are based on cost of service for drinking water, wastewater, and watershed protection. The proposed rates are incorporated into OLWS' Fiscal Year 2024-25 Adopted Budget. For the average customer that consumes 6 ccf per month, the proposed monthly rate increase is \$4.62 for drinking water, \$9.55 for wastewater, and \$1.53 for watershed protection for an overall of \$15.70 per month or 13.1%. As a note, the customer monthly consumption average has decreased to 5 ccf per month.

As part of the adopted Water Master Plan, SDCs for water distribution per water meter size increase annually based on the Engineering News Record Construction Cost Index for Seattle, WA as of January of each year. The twelve-month index as of January 2024 is 1.2%.

There are no changes for the wastewater SDCs per Equivalent Dwelling Unit. With the implementation of the Wastewater Master Plan, current SDCs will be reevaluated and brought separately to the Board in the future.

There are other changes:

- **Water Service Voluntary Backflow Assembly Testing Program (A.1.d.)** rates have increased due to a new vendor. Proposed rates are actual costs plus \$2 for program administration, consistent with prior years.
- **Public Records Requests** fees have been reviewed and adjusted based on guidance from the State of Oregon.
- **Connection/Meter Set Fees** are adjusted based on the current cost for parts, equipment, and labor. Parts costs have decreased over the past year in comparison to the prior year that was heavily impacted by high inflation.
- **Fees and Services** related to OLWS' labor costs have been increased by 3.58%, equal to the FY 2024-25 COLA.
- **Fees and Charges** not related to OLWS providing the labor have been increased by 3%.

### **Recommendation**

Staff recommends approval of Resolution 2024-0029 Adopting Fiscal Year 2025 Schedule of Rates, Fees, and Other Charges.

### **Suggested Board Motion**

*"I move to approve Resolution 2024-0029 adopting Fiscal Year 2025 Schedule of Rates, Fees, and Other Charges to be effective July 1, 2024."*

### **Attachments**

1. Comparative FY 2024 Schedule and Proposed Fiscal Year 2025 Schedule of Rates, Fees, and Other Charges
2. Resolution 2024-0029 Adopting Fiscal Year 2025 Schedule of Rates, Fees, and Other Charges for Oak Lodge Water Services Authority with an Effective Date of July 1, 2024.



# Oak Lodge Water Services District

## Schedule of Rates, Fees and Other Charges

**PROPOSED**

**Effective  
7/1/2023**

**Effective  
7/1/2024**

### A. Rates, Fees and Charges

#### 1. Water Service

##### a. Residential Service

		Meter Size	Rate	Rate
#	i. Fixed rate per meter size per 20 gallons per minute (GPM) - per month 30 gallons per minute (GPM) - per month	5/8" x 3/4"	\$ 23.48	\$ 25.88
		Full 3/4"	\$ 35.22	\$ 38.81

		Usage Bracket	Rate	Rate
+	ii. Consumption Rate per hundred cubic feet of water (CCF) per month Tier 1 (Lifeline) Tier 2 (Main) Tier 3 (Conservation)	1-5 CCF	\$ 1.56	\$ 1.91
		6-25 CCF	\$ 2.09	\$ 2.56
		25+ CCF	\$ 2.46	\$ 3.01

##### b. Large Residential, Commercial, and Industrial Service

		Meter Size	Rate	Rate
#	i. Fixed rate per meter size per month	1"	\$ 41.32	\$ 45.53
		1.5"	\$ 71.18	\$ 78.44
		2"	\$ 105.37	\$ 116.12
		3"	\$ 199.36	\$ 219.69
		4"	\$ 313.28	\$ 345.23
		6"	\$ 598.08	\$ 659.08
		8"	\$ 968.29	\$ 1,067.06
		10"	\$ 1,366.96	\$ 1,506.39

		Usage Bracket	Rate	Rate
+	ii. Rate per hundred cubic feet of water (CCF) per month All services	All usage	\$ 2.17	\$ 2.66

##### c. Fire Line Service

		Meter Size	Rate	Rate
#	i. Fixed rate per meter size per month	1"	\$ 32.74	\$ 36.08
		1.5"	\$ 46.97	\$ 51.76
		2"	\$ 65.46	\$ 72.14
		3"	\$ 112.51	\$ 123.99
		4"	\$ 170.89	\$ 188.32
		6"	\$ 318.91	\$ 351.44
		8"	\$ 484.16	\$ 533.54
		10"	\$ 694.88	\$ 765.76

		Usage Bracket	Rate	Rate
	ii. Rate per hundred cubic feet of water (CCF) Tier 1 Tier 2	1 CCF	1.c.i. Fixed rate per meter	1.c.i. Fixed rate per meter
		2+ CCF	\$ 2.17	\$ 2.66

##### d. Water Service Voluntary Backflow Assembly Testing Program

		Device Size	New Contract	Rate		
#	i. Fixed rate per device per year	0.5" - 2.0"	\$ 24.00	\$ 40.00		
		2.5"- 4.0"	\$ 34.00	\$ 50.00		
		6.0"-12.0"	\$ 44.00	\$ 60.00		
		ii. Administrative Late Fee		\$ 30.00	\$ 30.00	
			iii. Appointment Fee (If customer requests an appointment)		\$ 5.00	\$ 70.00
					\$ 27.00	\$ 75.00
			v. Confined Space Pumping Charge per Minute (applies to vaults filled with water)		\$ 1.00	\$ 1.30
					Actual cost	Actual cost

#### 2. Wastewater Collection and Treatment

a. Fixed rate per Equivalent Dwelling Unit (EDU) per month	\$ 56.38	\$ 62.09
b. Rate per hundred cubic feet (CCF) of average winter water consumption per month	\$ 3.20	\$ 3.84

#### 3. Watershed Protection

a. Fixed rate per Equivalent Service Unit (ESU) per month	\$ 10.62	\$ 12.15
b. Stormwater Facility Maintenance Surcharge per ESU per month	\$ 5.31	\$ 6.08

## Oak Lodge Water Services District Schedule of Rates, Fees and Other Charges

	Effective 7/1/2023	PROPOSED Effective 7/1/2024
	Charge/Fee	Charge/Fee
<b>4. Administration</b>		
a. Interest penalty on delinquent utility billing service charges	12%	12%
b. NSF check/payment fee	\$ 28.00	\$ 29.00
c. Water service disconnect notification (Red Tag) fee	\$ 7.00	\$ 7.00
d. Water service disconnect fee (for nonpayment)	\$ 50.00	\$ 52.00
e. After Hours turn on fee	\$ 200.00	\$ 207.00
f. Hydrant meter deposit	\$ 3,000.00	\$ 3,000.00
Water usage will be charged against the meter deposit and any remaining balance will be returned to the contractor		
g. Hydrant Use Permit fee	\$ 100.00	\$ 150.00
h. Title search fee	\$ 32.00	\$ 33.00
i. Lock Cut Fee - Off and Locked is cut by other than District	\$ 150.00	\$ 155.00
j. Water Meter Key	\$ 35.00	\$ 36.00
k. Third-party collection agency	Actual Cost	Actual Cost
l. Public Record Requests		
i. Photocopies per page/side		
Letter (8.5x11)		
- Black and White Copies	\$ 0.50	\$ 0.75
- Color Copies	\$ 1.00	\$ 1.50
Legal (8.5x14)		
- Black and White Copies	\$ 0.75	\$ 1.00
- Color Copies	\$ 1.50	\$ 2.00
Tabloid (11x17)		
- Black and White Copies	\$ 1.00	\$ 1.50
- Color Copies	\$ 2.00	\$ 3.00
Large Format (Larger than 11x17)	Based on Size and Complexity	Based on Size and Complexity
ii. Postage & Handling (Flat Fee + Postage Cost)	\$ 3.00 + Postage	\$ 5.00 + Postage
iii. Electronic Copies		
Flash Drive (up to 32 GB)	\$ 10.00	\$ 10.00
iv. Archive Retrieval Fees		
Base Charge	\$ 135.00	\$ 50.00
Charge per Box	\$ 5.00	\$ 5.00
v. Record Research & Processing		
Staff time up to 30 minutes	No Cost	No Cost
Staff time over 30 minutes in hour increments	\$ 25.00	\$ 50.00
vi. Legal Review & Redaction Services in hour increments	Actual Cost	\$ 100.00
m. Other - Staff Time	Actual Cost	Actual Cost
<b>B. Fats, Oils, Grease Program Fees</b>		
<b>1. Wastewater Collection System Line Maintenance Fees</b>		
a. Utility Worker Labor Rate per Hour	\$ 106.00	\$ 110.00
b. Utility Truck Rate per Truck per Hour	\$ 35.00	\$ 36.00
c. Hydro Cleaner Rate per Truck per Hour	\$ 100.00	\$ 103.00
d. Vactor Rate per Truck per Hour	\$ 150.00	\$ 155.00
e. CCTV Van Rate per Truck per Hour	\$ 200.00	\$ 206.00
<b>C. Industrial Wastewater Pretreatment Program Fees</b>		
<b>1. Wastewater Discharge Permit Application and Review Fee</b>		
a. Upon issuance	\$ 1,500.00	\$ 1,554.00
b. Upon each anniversary date of permit issuance	\$ 1,500.00	\$ 1,554.00
<b>2. Significant Industrial User Fee (DEQ Pass-through)</b>		
a. Upon issuance	Actual Cost	Actual Cost
b. Upon each anniversary date of permit issuance	Actual Cost	Actual Cost
<b>3. Monitoring and Inspection Fee</b>		
a. Laboratory costs	\$ 175.00	\$ 181.00
	Actual Cost	Actual Cost
<b>4. Accidental Discharge Fee</b>		
	\$ 1,000.00	\$ 1,030.00

# Oak Lodge Water Services District

## Schedule of Rates, Fees and Other Charges

		Effective 7/1/2023	Effective 7/1/2024
5. Industrial Pretreatment Permit Appeal Fee		\$ 2,000.00	\$ 2,060.00
<b>D. Permit and Development Review Fees</b>		<b>Fee</b>	<b>Fee</b>
<b>1. Utility Connection Permit</b>			
a. Plan Review (per EDU or ESU)		\$ 225.00	\$ 233.00
b. Initial Inspection - water and sewer only		\$ 340.00	\$ 352.00
c. Additional Inspections - water and sewer only		Per Section E	Per Section E
<b>2. Site Development Permit</b>			
a. Plan Review - greater of			
i.		\$ 1,000.00	\$ 1,036.00
ii. or		2.5% of Engineer's Estimate	2.5% of Engineer's Estimate
iii. or		\$ 225.00	\$ 233.00
b. Initial Inspection - Water and Wastewater - greater of		\$ 550.00	\$ 570.00
or		2.5% of Engineer's Estimate	2.5% of Engineer's Estimate
c. Additional Inspections - Water and Wastewater		Per Section E	Per Section E
d. Initial Inspection - Surface Water		\$ 550.00	\$ 570.00
or		2.5% of Engineer's Estimate	2.5% of Engineer's Estimate
e. Additional Inspections - Surface Water		Per Section E	Per Section E
<b>3. Post-Approval Plan Review and/or Design Review (Modifications to Approved Plans)</b>			
a. Plan Review (minimum)		50% of original plan review fee	50% of original plan review fee
<b>4. Erosion Prevention and Sediment Control (less than one acre)</b>			
a. Plan Review		\$ 225.00	\$ 233.00
b. Surface Water Inspection (one initial, one monthly, and one final)			
i. 1200 CN (lots or projects with disturbance areas 1-5 acres)		\$ 340.00	\$ 352.00
ii. Plan Review Minimum Base Fee for 1 acre		\$ 475.00	\$ 492.00
iii. Additional fee per acre		\$ 340.00	\$ 352.00
c. Initial Inspection - other		\$ 340.00	\$ 352.00
d. Additional Inspection - other		Per Section E	Per Section E
<b>E. Additional and After-Hours Inspections</b>		<b>Rate</b>	<b>Rate</b>
<b>1. Additional Inspection Fee Rate per Hour</b>		\$ 150.00	\$ 155.00
Minimum two hour charge		\$ 300.00	\$ 311.00
<b>2. Additional Inspection Fee Rate per Hour - After Hours</b>		\$ 200.00	\$ 207.00
Minimum three hour charge		**CBA= 3 hrs** \$ 600.00	\$ 621.00
<b>F. Connection/Meter Set Fees</b>		<b>Fee</b>	<b>Fee</b>
<b>1. Wastewater Connection Fee</b>		See section G.1.	See section G.1.
<b>2. Water Service Installation Fee</b>			
		<b>Meter Size</b>	
		5/8" x 3/4"	\$ 1,950.00
		Full 3/4"	\$ 2,075.00
		1"	\$ 2,100.00
		1.5"	\$ 4,975.00
		2"	\$ 5,050.00
		3" to 10"	Actual Cost
		Actual Cost	Actual Cost
<b>3. Water Meter Set Fee</b>			
		<b>Meter Size</b>	
		5/8" x 3/4"	\$ 690.00
		Full 3/4"	\$ 830.00
		1"	\$ 850.00
		1.5"	\$ 1,250.00
		2"	\$ 1,325.00
		Actual Cost	Actual Cost
		Actual Cost	Actual Cost
NEW	Approved Contractor	3" to 10"	Actual Cost
<b>4. Water Meter Relocation Fee</b>		Actual Cost	Actual Cost

## Oak Lodge Water Services District Schedule of Rates, Fees and Other Charges

		Effective 7/1/2023	PROPOSED Effective 7/1/2024
		Actual Cost	Actual Cost
5. Water Meter Testing Request Fee - per Rules and Regulations §4.15.1.3			
<b>G. System Development Charges (SDC)</b>		<b>Charge</b>	<b>Charge</b>
1. Watershed Protection SDC per ESU		\$ -	\$ -
2. Wastewater SDC per EDU		\$ 5,165.00	\$ 5,165.00
3. Water Distribution SDC per water meter size	<b>Meter Size</b>		
	5/8" x 3/4"	\$ 12,496.00	\$ 12,646.00
	Full 3/4"	\$ 18,744.00	\$ 18,969.00
	1"	\$ 31,241.00	\$ 31,616.00
	1.5"	\$ 62,484.00	\$ 63,234.00
	2"	\$ 99,974.00	\$ 101,174.00
	3"	\$ 199,946.00	\$ 202,345.00
	4"	\$ 312,416.00	\$ 316,165.00
	6"	\$ 624,832.00	\$ 632,330.00
	8"	\$ 999,732.00	\$ 1,011,729.00
	10"	\$ 1,437,115.00	\$ 1,454,360.00
4. Water Meter Size Upgrades (SDC)		Diff in SDC's as listed above	Diff in SDC's as listed above

Equivalent Service Unit (ESU) = 2,500 square feet of impervious surface area

Engineer's Estimate includes cost of public infrastructure and all installation costs

Fractions of an acre count as full acre

One and two lot partitions are assessed minimum charge unless public infrastructure is installed

**OAK LODGE WATER SERVICES**

**RESOLUTION NO. 2024-0029**

**A RESOLUTION ADOPTING FISCAL YEAR 2025 SCHEDULE OF RATES, FEES, AND OTHER CHARGES FOR OAK LODGE WATER SERVICES AUTHORITY WITH AN EFFECTIVE DATE OF JULY 1, 2024.**

**WHEREAS**, the Board of Directors for Oak Lodge Water Services (OLWS) establishes and adopts rates, fees, and other charges for OLWS, for use of the water distribution system, wastewater system, watershed protection management, and other services provided by OLWS; and

**WHEREAS**, the Board of Directors finds it necessary and proper to routinely review and from time to time revise such rates, fees, and other charges based on the cost of service and recommendations from OLWS' professional staff; and

**WHEREAS**, the Board of Directors finds it useful to make necessary revisions and adopt a master schedule of the rates, fees, and other charges on an annual basis around the start of each fiscal year so that OLWS' customer and staff have the updated rates, fees, and other charges readily available; and

**WHEREAS**, pursuant to ORS 261.312 and ORS 294.160, on June 18, 2024, the Board of Directors held a public meeting which includes a duly noticed public hearing to consider the proposed increase in rates, fees, and other charges, where the public was invited and provided an opportunity to comment; and

**WHEREAS**, the Board of Directors now wishes to adopt the rates, fees, and other charges as set forth in this Resolution to take effect beginning July 1, 2024.

**NOW, THEREFORE, BE IT RESOLVED BY THE OAK LODGE WATER SERVICES BOARD OF DIRECTORS:**

**Section 1.** The Board of Directors hereby adopts the Schedule of Rates, Fees, and Other Charges as set forth in Exhibit A, attached hereto and by this reference incorporated herein.

**Section 2.** The Schedule of Rates, Fees, and Other Charges shall take effect beginning on July 1, 2024. Until such a date OLWS' most recently adopted rates, fees, and other charges shall remain in full force and effect.

**Section 3.** This Resolution supersedes and replaces any and all previously adopted resolutions regarding rates, fees, and other charges for OLWS services.

**INTRODUCED AND ADOPTED THIS 18th DAY OF JUNE 2024.**

OAK LODGE WATER SERVICES

By \_\_\_\_\_ By \_\_\_\_\_  
Susan Keil, Chair Kevin Williams, Vice Chair

# Oak Lodge Water Services District

## Schedule of Rates, Fees and Other Charges

**Effective**  
**7/1/2024**

### A. Rates, Fees and Charges

#### 1. Water Service

##### a. Residential Service

i. Fixed rate per meter size per	<b>Meter Size</b>	<b>Rate</b>
20 gallons per minute (GPM) - per <b>month</b>	5/8" x 3/4"	\$ 25.88
30 gallons per minute (GPM) - per month	Full 3/4"	\$ 38.81
ii. Consumption Rate per hundred cubic feet of water (CCF) per <b>billing cycle</b> (2 months)	<b>Usage Bracket</b>	<b>Rate</b>
Tier 1 (Lifeline)	1-10 CCF	\$ 1.91
Tier 2 (Main)	11-50 CCF	\$ 2.56
Tier 3 (Conservation)	51+ CCF	\$ 3.01

##### b. Large Residential, Commercial, and Industrial Service

i. Fixed rate per meter size per <b>month</b>	<b>Meter Size</b>	<b>Rate</b>
	1"	\$ 45.53
	1.5"	\$ 78.44
	2"	\$ 116.12
	3"	\$ 219.69
	4"	\$ 345.23
	6"	\$ 659.08
	8"	\$ 1,067.06
	10"	\$ 1,506.39
ii. Rate per hundred cubic feet of water (CCF) per <b>month</b>	<b>Usage Bracket</b>	<b>Rate</b>
All services	All usage	\$ 2.66

##### c. Fire Line Service

i. Fixed rate per meter size per <b>month</b>	<b>Meter Size</b>	<b>Rate</b>
	1"	\$ 36.08
	1.5"	\$ 51.76
	2"	\$ 72.14
	3"	\$ 123.99
	4"	\$ 188.32
	6"	\$ 351.44
	8"	\$ 533.54
	10"	\$ 765.76
ii. Rate per hundred cubic feet of water (CCF)	<b>Usage Bracket</b>	<b>Rate</b>
Tier 1	1 CCF	1.c.i. Fixed rate per meter
Tier 2	2+ CCF	\$ 2.66

##### d. Water Service Voluntary Backflow Assembly Testing Program

i. Fixed rate per device per <b>year</b>	<b>Device Size</b>	<b>Rate</b>
	0.5" - 2.0"	\$ 40.00
	2.5" - 4.0"	\$ 50.00
	6.0" - 12.0"	\$ 60.00
ii. Administrative Late Fee		\$ 30.00
iii. Appointment Fee (If customer requests an appointment)		\$ 70.00
iv. Confined Space Entry Charge per Vault (applies to devices in vaults)		\$ 75.00
v. Confined Space Pumping Charge per Minute (applies to vaults filled with water)		\$ 1.30
vi. Repairs and/or Replacements performed by Authority's Contractor		
Contracted parts and labor		Actual cost

# Oak Lodge Water Services District

## Schedule of Rates, Fees and Other Charges

Effective  
7/1/2024

### A. Rates, Fees and Charges (cont.)

#### 2. Wastewater Collection and Treatment

Rate

a. Fixed rate per Equivalent Dwelling Unit (EDU) per month	\$ 62.09
b. Rate per hundred cubic feet (CCF) of average winter water consumption per month	\$ 3.84

#### 3. Watershed Protection

Rate

a. Fixed rate per Equivalent Service Unit (ESU) per month	\$ 12.15
b. Stormwater Facility Maintenance Surcharge per ESU per month	\$ 6.08

#### 4. Administration

Charge/Fee

a. Interest penalty on delinquent utility billing service charges	12%
b. NSF check/payment fee	\$ 29.00
c. Water service disconnect notification (Red Tag) fee	\$ 7.00
d. Water service disconnect fee (for nonpayment)	\$ 52.00
e. After Hours turn on fee	\$ 207.00
f. Hydrant meter deposit	\$ 3,000.00
Water usage will be charged against the meter deposit, remaining balance to be returned	
g. Hydrant Use Permit fee	\$ 150.00
h. Title search fee	\$ 33.00
i. Lock Cut Fee - Off and Locked is cut by other than District	\$ 155.00
j. Water Meter Key	\$ 36.00
k. Third-party collection agency	Actual Cost
l. Public Record Requests	
i. Photocopies per page/side	
Letter (8.5x11)	
- Black and White Copies	\$ 0.75
- Color Copies	\$ 1.50
Legal (8.5x14)	
- Black and White Copies	\$ 1.00
- Color Copies	\$ 2.00
Tabloid (11x17)	
- Black and White Copies	\$ 1.50
- Color Copies	\$ 3.00
Large Format (Larger than 11x17)	Based on Size and Complexity
ii. Postage & Handling (Flat Fee + Postage Cost)	\$ 5.00 + Postage
iii. Electronic Copies	
Flash Drive (up to 32 GB)	\$ 10.00
iv. Archive Retrieval Fees	
Base Charge	\$ 50.00
Charge per Box	\$ 5.00
v. Record Research & Processing	
Staff time up to 30 minutes	No Cost
Staff time over 30 minutes in hour increments	\$ 50.00
vi. Legal Review & Redaction Services in hour increments	\$ 100.00
l. Other - Staff Time	Actual Cost

### B. Fats, Oils, Grease Program Fees

Fee

#### 1. Wastewater Collection System Line Maintenance Fees

a. Utility Worker Labor Rate per Hour	\$ 110.00
b. Utility Truck Rate per Truck per Hour	\$ 36.00
c. Hydro Cleaner Rate per Truck per Hour	\$ 103.00
d. Vactor Rate per Truck per Hour	\$ 155.00
e. CCTV Van Rate per Truck per Hour	\$ 206.00



# Oak Lodge Water Services District

## Schedule of Rates, Fees and Other Charges

**Effective  
7/1/2024**

### **C. Industrial Wastewater Pretreatment Program Fees**

	<b>Fee</b>
<b>1. Wastewater Discharge Permit Application and Review Fee</b>	
a. Upon issuance	\$ 1,554.00
b. Upon each anniversary date of permit issuance	\$ 1,554.00
<b>2. Significant Industrial User Fee (DEQ Pass-through)</b>	
a. Upon issuance	Actual Cost
b. Upon each anniversary date of permit issuance	Actual Cost
<b>3. Monitoring and Inspection Fee</b>	\$ 181.00
a. Laboratory costs	Actual Cost
<b>4. Accidental Discharge Fee</b>	\$ 1,030.00
<b>5. Industrial Pretreatment Permit Appeal Fee</b>	\$ 2,060.00

### **D. Permit and Development Review Fees**

	<b>Fee</b>
<b>1. Utility Connection Permit</b>	
a. Plan Review (per EDU or ESU)	\$ 233.00
b. Initial Inspection - water and sewer only	\$ 352.00
c. Additional Inspections - water and sewer only	Per Section E
<b>2. Site Development Permit</b>	
a. Plan Review - greater of	
i.	\$ 1,036.00
ii. or	2.5% of Engineer's Estimate
iii. or	\$ 233.00
b. Initial Inspection - Water and Wastewater - greater of	\$ 570.00
or	2.5% of Engineer's Estimate
c. Additional Inspections - Water and Wastewater	Per Section E
d. Initial Inspection - Surface Water	\$ 570.00
or	2.5% of Engineer's Estimate
e. Additional Inspections - Surface Water	Per Section E
<b>3. Post-Approval Plan Review and/or Design Review (Modifications to Approved Plans)</b>	
a. Plan Review (minimum)	50% of original plan review fee
<b>4. Erosion Prevention and Sediment Control (less than one acre)</b>	
a. Plan Review	\$ 233.00
b. Surface Water Inspection (one initial, one monthly, and one final)	
i. 1200 CN (lots or projects with disturbance areas 1-5 acres)	\$ 352.00
ii. Plan Review Minimum Base Fee for 1 acre	\$ 492.00
iii. Additional fee per acre	\$ 352.00
c. Initial Inspection - other	\$ 352.00
d. Additional Inspection - other	Per Section E

### **E. Additional and After-Hours Inspections**

	<b>Rate</b>
<b>1. Additional Inspection Fee Rate per Hour</b>	\$ 155.00
Minimum two hour charge	\$ 311.00
<b>2. Additional Inspection Fee Rate per Hour - After Hours</b>	\$ 207.00
Minimum three hour charge	\$ 621.00

# Oak Lodge Water Services District

## Schedule of Rates, Fees and Other Charges

**Effective  
7/1/2024**

### F. Connection/Meter Set Fees

		<b>Effective 7/1/2024 Fee</b>
1. Wastewater Connection Fee		See section G.1.
2. Water Service Installation Fee	<b>Meter Size</b>	
	5/8" x 3/4"	\$ 1,825.00
	Full 3/4"	\$ 1,850.00
	1"	\$ 1,975.00
	1.5"	\$ 4,575.00
	2"	\$ 4,650.00
	3" to 10"	Actual Cost
3. Water Meter Set Fee	<b>Meter Size</b>	
	5/8" x 3/4"	\$ 625.00
	Full 3/4"	\$ 650.00
	1"	\$ 800.00
	1.5"	\$ 1,100.00
	2"	\$ 1,200.00
	Approved Contractor 3" to 10"	Actual Cost
4. Water Meter Relocation Fee		Actual Cost
5. Water Meter Testing Request Fee - per Rules and Regulations §4.15.1.3		Actual Cost

### G. System Development Charges (SDC)

		<b>Charge</b>
1. Watershed Protection SDC per ESU		\$ -
2. Wastewater SDC per EDU		\$ 5,165.00
3. Water Distribution SDC per water meter size	<b>Meter Size</b>	
	5/8" x 3/4"	\$ 12,646.00
	Full 3/4"	\$ 18,969.00
	1"	\$ 31,616.00
	1.5"	\$ 63,234.00
	2"	\$ 101,174.00
	3"	\$ 202,345.00
	4"	\$ 316,165.00
	6"	\$ 632,330.00
	8"	\$ 1,011,729.00
	10"	\$ 1,454,360.00
4. Water Meter Size Upgrades (SDC)		Diff in SDC's as listed above

Equivalent Service Unit (ESU) = 2,500 square feet of impervious surface area  
 Engineer's Estimate includes cost of public infrastructure and all installation costs  
 Fractions of an acre count as full acre  
 One and two lot partitions are assessed minimum charge unless public infrastructure is installed



## AGENDA ITEM

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<b>Title</b>	Business from the Board
<b>Item No.</b>	6
<b>Date</b>	June 18, 2024

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### Summary

The Board of Directors appoints representatives to serve as OLWS liaisons or representatives to committees or community groups.

Directors assigned specific roles as OLWS representatives are placed on the agenda to report to the Board on the activities, issues, and policy matters related to their assignment.

Business from the Board may include:

- a. Individual Director Reports
- b. Tabled Agenda Items

**OAK LODGE WATER SERVICES  
2024 BOARD LIAISON ASSIGNMENTS**

<b>Board/Committee</b>	<b>Primary Liaison</b>	<b>Alternate Liaison</b>	<b>Meeting Cadence</b>
American Water Works Association (AWWA)	All Directors	N/A	Varies
Chamber of Commerce	Ginny Van Loo	Susan Keil	Monthly, First Monday 11:45 a.m. – 1:15 p.m.
Clackamas River Water	Kevin Williams	Paul Gornick	Monthly, Second Thursday 6 p.m.
Clackamas County Coordinating Committee (C-4) Executive Committee	Paul Gornick	N/A	Monthly, First Thursday 6:45 p.m.
Healthy Watersheds	Kevin Williams	OPEN	
Jennings Lodge CPO	Kevin Williams	Paul Gornick	Quarterly, Fourth Tuesday 6 p.m.
North Clackamas County Water Commission (NCCWC)	1: Paul Gornick 2: Kevin Williams	Susan Keil	Quarterly, Fourth Thursday (Jan, Mar, June, Sept) 5:30 p.m.
Oak Grove Community Council	Heidi Bullock	Susan Keil	Monthly, Fourth Wednesday 7 p.m.
Regional Water Providers Consortium (RWPC)	Kevin Williams	Heidi Bullock	3x Annually, First Wednesday 6:30 p.m.
Special Districts Association of Oregon (SDAO)	All Directors	N/A	Varies
Sunrise Water Authority (SWA)	Paul Gornick	Kevin Williams	Monthly, Fourth Wednesday 6 p.m.
Legislative and Congressional Monitoring	Ginny Van Loo	Heidi Bullock	As Needed

**From:** [ginny van loo](#)  
**To:** [Laural Casey](#)  
**Subject:** SDAO Legislative Report-short session  
**Date:** Sunday, June 9, 2024 12:29:16 PM

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**External Email – Confirm Sender and Beware of Links and Attachments**

The 2024 short session was 35 days long. There were 35 D's and 25 R's in the House.

New Speaker Fahey is well versed in Special Districts. She's from Junction City, Ben Bowman is inexperienced but has potential he's from Tigard, Republican Leader Jeff Helfrich is from Hood River and he is good for Special Districts, Same with Cyrus Javadi from Tillamook.

Senate:

Kate Leiber is Majority Leader, Senate President is Rob Wagner and President Pro Tempore is James Manning.

Military Vets make up 11% of the legislature, BIOPIC is 1/5<sup>th</sup> and set a record for number being Vietnamese, 10% from the healthcare field.

No lock outs. Not returning in 2026 will be those who walked out in the long session.

Governor signed 3 right off for Housing and Homeless etc. She needs 30,000 units produced just to catch up to the needs. Cities will be accountable for those housing needs and if they can't, state will step in. One of the impacts is where to put utilities. \$100 million was appropriated. SDC's are scary per Mark Landuar of SDAO. Bonds impact rate payers.

The new revenue forecast is out now and should shed some light.

The following is the interim schedule:

Legislature: May 29,30,31; September 23,24,25; September bill drafts deadline is Sept. 27th; December Bill draft Dec. 4 and 13; December 10,11,12. If we have a bill draft it needs to go to SDAO.,

2025 Session

We can expect Transportation will be a big focus. Truckers are paying a lot more and to get to a constitutional requirement in order to get to equilibrium gas taxes would need to raise by .70 per gallon.

Mega project is the Abernathy Bridge and the auxiliary lanes on 217. The Rose Quarter is the biggest pinch point in the USA. It needs to be finished and the Truckers are suing.

Transportation will be very big and the Boone Bridge is still an issue.

K-12 funding-CAT=\$1.5 billion dedicated to K-12. The School funding formula is not adequate.

Other items that may be of interest are: Fahey has interest to look into SDC's; Housing Committee (24 individuals) produced 59 recommendations, Clean Water Services watched this and let the Governor what the thought. We need to view the recommendations; EMS modernization phase II will be on the menu; the weakest link in charge is Parks. Public Records-Mark Landaur is Chair of the Public Records RAC.

Finally, there was a 38% voter turn out-more Dems and extremes got elected. Run Off's in District 5 & 6. Smith-Roberts and Shull-Fireside

Measures all passed.

Madras Aquatic Dist.-Web page look up for ethics involved.  
Susan Meyer is new Director of Ethics.

That's all folks,  
Ginny Van Loo, Director

## **Business from the Board**

### **Paul Gornick's Liaison Report – June 2024**

#### **May 22, 2024 – Sunrise Water Authority Board Meeting (hybrid meeting)**

- **Board held Budget Hearing for FY2024-2025. Hearing opened and closed without public comment.**
- **As part of consent agenda, Board adopted a resolution authorizing amended and restated IGA for the Regional Water Providers Consortium.**
- **Board approved a resolution adopting the FY2024-2025 budget and making appropriations.**
- **Board engaged in discussion of guidance to staff for service connections, meter sizing, and SDCs for Middle Housing developments.**
- **Board held discussion regarding a developer's request to allow a cottage cluster of 6 additional 3 bedroom units to be served through the 5/8"x3/4" meter for an existing single family home. The staff recommendation based on fixture count was to install a separate 1" meter to serve the additional 6 units. The developer responded that the required meter size should be based on the Oregon Specialty Code Appendix M Peak Water Demand Calculator. This yielded a much lower peak volume demand. Staff noted that the fixture count in the developer's analysis (59) was inconsistent with the developer's plumbing count of 122 for the 6 units alone. Board deferred to staff in their recommendation for a separate 1" service for the added cottage units.**
- **General manager Wade Hathhorn's report included the following:**
- **Snowpack on Mt Hood was below historic medians, snow totals rose in mid-May to the median, but then declined due to warming temperatures at higher elevations. Short term forecasts call for more snow for the last few days of May.**
- **A review of the SE Maple Lane property west of 172<sup>nd</sup> that might have been used for a future reservoir showed both a roadway and utility easement along two sides of the property, as well as "steep slope" restrictions on about 85% of the property. A decision was made to withdraw the offer and release the property to the sellers.**
- **A scholarship has been created in the WET program at CCC, funded by Sunrise. A letter of appreciation was sent by CCC to Sunrise.**
- **There are four applications for the open seat on the Sunrise Board. A subcommittee of the board will review and possibly winnow them down for interviews at a future board meeting.**

#### **June 2, 2024 – C4 Meeting (Remote Meeting)**

- **Meeting not held; C4 retreat to be held June 14-15 at Mt Hood Resort.**

**Heidi Bullock Board Report**  
**Consortium Board Meeting Notes**  
**June 5, 2024**  
**AWWA Presentation on Cybersecurity and PFAS**  
**Steve Via – Director of Federal Relations**

**Cybersecurity**

Public water systems (under EPA) - 145,700

Community water systems – 49,600

Community water systems > 3,300 customers – 9,600

National Security Memorandum 22, DOD 2023 Cyber Strategy

EPA to develop a Sector Specific Risk Assessment within 180 days (Oct 27, 2024)

Risk and Resiliency Assessments and Emergency Response Plans must consider cybersecurity threats.

Letters to Governors – cybersecurity plan by June 28, 2024, emphasis on drinking water systems

**PFAS**

Drinking water standard

5 PFAS compounds, ppt (ng/L)

Final Rule – April 26, 2024

5 years to come into compliance

Compliance monitoring starts April 2027 – this will be included in the calculation for compliance by the 5 year mark.

EPA estimates costs to be \$1.5B annualized; 4,100 to 6,700 systems impacted

AWWA estimates more like 9,000; 8,000 are small systems

Waste management – big unknown currently, waiting on guidance from EPA.

Biosolids? Risk assessment – draft out for public review in 2024





# Oak Grove Community Council

DRAFT MINUTES for the APRIL 24, 2024 General Meeting

## **7:00 PM Welcome**

Attendance: Board: Valerie Chapman, Jane Civiletti, Joseph Edge, Mark Elliott, Wayne Potter. Voting Members: Anatta Blackmarr, Bob Bohannon, Cindy Brown, Sue Conahan, Dave Dobak, Daniel Dyre-Greensite, Thelma Haggemiller, Jolene Hammond, Tom Hammond, Tom Hogan Eleanore Hunter, Joyce Johnson, Gwion Miller, Baldwin Van der Bijil. Other Community Members; Carolyn Stucky, Suzanne Wolf, Rose Ojeda. Presenters: Bernadette Le, Celeste Pellicci, and Rose Ojeda.

## **7:05 PM Officer Reports: Treasurer; Secretary; Board/Chair.**

Chair: Rich Nippon has resigned due to health issues. There are now two board member openings. Folks can let the board know of their interest of being a board member by sending an email to the Council. (email address)

Treasurer: Expenses: \$1,000 transfer of funds held for the Friends of Oak Grove Community Council. Income: \$10.00 donation. Current balance: \$1,810.00

## **7:15 PM Bernadette Le / Community Affairs Coordinator: Update on TriMet Construction Project**

Construction Updates:

1. Construction has officially started
2. A project sign is up for community information and contact information.
3. Solar panels have been removed temporarily but will be reinstalled.
4. Cement pours are going to require longer workdays. Work will start earlier in the morning. Work will occur in mid-May until late summer. Nearby neighbors will be notified.

## **7:20 PM Celeste Pellicci / Interim Principal: News from New Urban High School**

1. Celeste will be the permanent the principal as of July 2024. Chris Chavez is vice-principal.
2. Core values include Curiosity, Empathy, Equity, and Resilience
3. Focus on lots of different ways of learning to meet the state standards of learning.
4. Provides 17 different technical and vocational programs available to students.
5. The school is open to the entire school district. Kids from throughout the district are able to attend.
6. The online option currently has an enrollment of 320 students
7. Twilight program: 50 students, for students at 12<sup>th</sup> grade or above to complete their high school diploma. The program serves students up to age 21.
8. Focus on College prep, professional technical programs and elective courses in the arts.
9. Student Events include Transgender day, pride parade Dia do los Muertos, spirit week, Dances, Prom.
10. Next Open House: May 30<sup>th</sup> in the evening.

**7:30 PM Rose Ojeda / Manufactured Housing and Cooperative Development Center Director at CASA of Oregon: Speaking on Affordable Housing Models**

- a. Rose is a resident of Oak Grove since 2008.
- b. Casa started as a nonprofit organization to address farmworker housing program in the mid 1980's
- c. Privately Owned Manufactured Housing Center
  - i. Most of the parks are privately owned
  - ii. Rents are at the mercy of the owners.
  - iii. The State Legislation passed a rule that rent cannot raise more than 10% per year.
  - iv. Residents have to have 1-year notice if the park is going to be redeveloped.
  - v. Manufactured homes are now made to be permanent properties in these parks and they are very hard to move.
  - vi. The private land owner is required to pay relocation costs but the reimbursement is very low.
  - vii. Resident owned Cooperatives help resident purchase their parks and own them. The Cooperative owns the park so residents are not personally liable.
  - viii. All residents share in decision making.
  - ix. Each resident still owns their home, the cooperative owns the land.
  - x. Rules can be amended by the owners.
  - xi. Members elect a Board of Directors and determine how surplus cash is spent.
  - xii. Disadvantages of the Cooperative Model include, not all residents participate, there is a lot of time commitment to board members, resident expectations may be too high. Member may enforce rules against their neighbor.
  - xiii. Benefits include creation of permanent affordable housing security. Members create wealth building through home ownership and asset appreciation. Creates community engagement.
  - xiv. Trends: seeing long-term stabilization of rents. Rents have been less in resident owned parks vs. privately owned parks. Over the last 15 years rents in cooperatives has increased by 3.9% per year.
  - xv. 27 parks have been created in the State. Represents about 1,800 households.
  - xvi. The process takes 4 to 6 months. Grant funding is available.
  - xvii. Average resident owned rents are much lower than privately owned parks. Average lot rent requires a typical income of \$21,680 much lower than what is required for an apartment rental or home purchase.
- d. Questions:
  - i. Thelma: County Commissioners in May to add ADU's and mobile homes on lots is CASA involved in that? Not currently. CASA has not been asked to speak on the topic. More people are living in RV's as a very low housing cost option. RV infrastructure is really needed for utility hook-ups, showers and bathrooms.
  - ii. Valerie: how do residents find out about CASA? Park owners are required to advise residents that the park is for sale. Residents have 15 days to advise that they intend to purchase the park. 1031 exchange purchases are exempt from this notification requirement. Some owners have asked CASA to help them sell the parks to residents. Park owners do get a tax credit to sell to park residents.

- iii. Jane: Is CASA involved in the park at Meldrom Park? The park was not purchased by residents. It was sold through a reverse 1031 exchange. Residents pursued purchase but weren't successful.
- iv. Wayne: What is the role of local government? The State has laws to protect residents, a parks preservation program including a loan program.
- v. Anatta: Should legislators be asked to make this program work better or be more successful? The legislative session was focused on new housing. However, seniors in Grants Pass convinced the Governor to allocate an additional \$5M towards parks conversion. The need is closer to \$25M. Clackamas County has a very high number of parks.
- vi. Wayne: is funding available to improve mobile homes for energy savings, etc? Yes state funds are available for repairs and purchase of new homes.
- vii. Valerie: What does a typical home cost? 725 square feet costs about \$75,000 plus \$40,000 additional costs. New homes are more resilient and energy efficient. Southern Oregon homes are required to be fire retardant. Two and three bedroom homes run as much as \$200,000.
- viii. Investors are moving away from commercial property development and towards housing. The purchase of mobile home parks is a target for developers.
- ix. Eleanore: Sen Merkley is working on a bill that prohibits REITS (Real Estate Investment Trusts) from purchasing parks.
- x. Joyce: Resident purchases have to be competitive with private purchases.

#### **8:10 PM LUART**

- 1. A commercial building on Kellog Ave south of Fred Meyer and the storage building. A design review was approved.
- 2. Input on Trader Joe's coming to Oak Grove: the population is not more than before what it means is that the demographics of the area are changing with more spending power. That has figured into their decision to open a store here.

#### **8:25 PM Committee Reports**

##### **a. NCPRD:**

- i. Communication between the Parks District and the community has not been that great in the past. The District is engaged in a 20-year systems plan including a robust community engagement program to reach as many residents as possible for input on the future of the District.
- ii. This Saturday there is a River Villa park clean up event that people can volunteer to help clean up the park. Occurs between 10:00 am and 1:00 p.m. Go to [NCPRD.com/volunteer](http://NCPRD.com/volunteer) to sign up.
- iii. The District Advisory Committee is seeking persons to fill an opening in our sub-area who's tenure will start in July. Look for the NCPRD Advisory Committee at the County website through May 30<sup>th</sup>. Committee members meet monthly and advise the Board of County Commissioners on parks related issues.
- iv. Valerie: Rose Villa park is being used by residents that allow their dogs to run free discouraging people to take their dogs there. Officially, dogs are required to be on leash. If you have issues with this reach out to Mark and or Anatta.
- v. Jane: A new neighbor is looking for a park for their dog to be off leash.

##### **b. Oak Grove Festival**

- i. The Festival is occurring on Saturday June 29<sup>th</sup> this year

- ii. Jane moved to made a \$500 sponsorship. Seconded by Tom Hogan and approved by the membership.
- iii. Wayne moved that the Community Council purchase 12 new yard signs at a cost of approximately \$125.00 that will advertise the OGCC meetings. Seconded by ? approved unanimously by the membership.

#### **8:40 PM Announcements**

- iv. The Friends of the Oak Grove Community Council has been officially designated as a 501c3 as of April 2024. The friends will be helping to fund the cost for some of the “merch” for the Oak Grove Festival. We have a checking account at Embold CCI. Donations are tax-deductible by going to Embold and advise you want to make a donation to the Friends of the Oak Grove Community Council. **(Although this was reported at the meeting, the Credit Union is not set up to keep track of individuals who make a deposit. Contact Valerie at [valerie.orazio@comcast.net](mailto:valerie.orazio@comcast.net) for information on how to donate.)** Willamette View made a foundation donation of \$1,000 to the Friends. More fundraising will occur in the future.
- v. Gladstone Kiwanis is having their annual spaghetti dinner this Saturday at the Oak Grove United Methodist Church.
- vi. Willamette View is developing 10 new homes at local properties nearby.

#### **8:56 PM Adjourn**

Next Meetings: General Meeting: May 22 at 7 PM

Board Meeting: June 3 at 6:45 PM



## STAFF REPORT

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**To** Board of Directors  
**From** Gail Stevens, Finance Director  
**Title** Finance Department Monthly Report  
**Item No.** 7b  
**Date** June 18, 2024

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### Summary

The Board has requested updates at regular meetings on the status of OLWS operations.

### Highlights of the Month

- The Accounts Receivable balance decreased by (0.06%), the average delinquent balance increased by \$22.00, and the number of delinquent accounts increased by 1.
- Utility bill payments in May were more than the April 30th billed amounts.
- Financial Assistance Utility Rate Relief program, through May 31, 2024, is 86.6% utilized, at the updated approved 0.75% funding cap.
- Monthly Billing Statements will begin in July. Check <https://www.oaklodgewaterservices.org/monthly-billing> for more information.

### Accounts Receivable Review

The Accounts Receivable (A/R) balances as of May 31, 2024, compared to April 30, 2024, decreased by (0.06%). These are the findings:

1. A/R Balance owed to OLWS has decreased by (\$1,151), after accounting for the delta between billing cycles.

<b>A/R Balance</b>	<b>3/31/2024</b>	<b>4/30/2024</b>	<b>5/31/2024</b>
Bi-Monthly Residential	\$ 998,249	\$ 1,238,506	\$ 1,025,882
Large Meters	618,596	614,151	626,420
<b>Total</b>	<b>1,616,844</b>	<b>1,852,657</b>	<b>1,652,302</b>
<b>Variance</b>	<b>(275,169)</b>	<b>235,813</b>	<b>(200,356)</b>
<b>Billing Cycle Variance</b>	<b>214,922</b>	<b>(250,351)</b>	<b>199,205</b>
	<b>(60,248)</b>	<b>(14,538)</b>	<b>(1,151)</b>
	<b>-3.18%</b>	<b>-0.90%</b>	<b>-0.06%</b>

2. The total number of delinquent accounts increased by 1 account as of May 1, 2024, compared to April 30, 2024. The average balance per account increased by 6.7% or \$22.00.

Delinquent Accounts	<b>3/31/2024</b>	<b>4/30/2024</b>	<b>5/31/2024</b>
Over 60 Days	\$ 192,070	\$ 175,840	\$ 187,982
Number of Accounts	546	536	537
Average Balance per Acct.	\$ 352	\$ 328	\$ 350
	6.8%	-6.7%	6.7%

3. The percentage of accounts that are current, accounts paid in full within 30 days, has decreased by (0.39%) compared to the prior month. The shift is mainly from the current category to the 30-60 Day Grace category.

Account %	<b>3/31/2024</b>	<b>4/30/2024</b>	<b>5/31/2024</b>
Current	86.54%	86.86%	86.47%
30-60 Day Grace	4.51%	4.41%	4.79%
Delinquent	6.03%	5.92%	5.93%
Credit Balance	2.92%	2.82%	2.81%

Each month, OLWS hangs red tags for accounts in delinquent status, over 60 days past due, and with a balance over \$350. The red tag process allows 7 days for the customer to provide payment. If payment/a payment plan is not received/created, water is then shut off.

	<b>Feb 2024</b>	<b>Mar 2024</b>	<b>Apr 2024</b>	<b>May 2024</b>
Cycle	Cycle 2	Cycle 1	Cycle 2	Cycle 1
# Red Tags	66	85	68	67
Minimum Delinquent Balance	\$ 350	\$ 350	\$ 350	\$ 350
# Shut off Service Requests	3	6	3	7

### Billing Payment Rate

In May 2024, OLWS received (\$22,005) less in payments than was billed on April 30, 2024.

	<b>Feb 2024</b>	<b>Mar 2024</b>	<b>Apr 2024</b>	<b>May 2024</b>
Utility Billing Sales	\$ 1,420,301	\$ 1,590,441	\$ 1,375,519	\$ 1,601,460
Cash Receipts	1,461,192	1,640,112	1,392,481	1,579,455
% Collected	102.90%	103.10%	101.20%	98.60%

### Financial Assistance Utility Rate Relief Program (FAURRP)

OLWS' FAURRP provides eligible customers with a discounted rate on a portion of their bill. As approved by the Board of Directors on March 19, 2024, the program cap is established at 0.75% of budgeted utility revenues, an increase from 0.50%.

The total number of customers enrolled in FAURRP is split between the two billing cycles and can vary in total by utility.

	<b>Budget</b>	<b>Budget Year-to-Date May 2024</b>	<b>Actual Year-to-Date April 2024</b>	<b>% Spent</b>
<b>FAURR Program Cap</b>	\$ 143,498	131,540	113,992	86.6%
	<b># of Customers Current Month</b>	<b>Discount Provided</b>	<b>Fiscal Year to Date</b>	
<b>Drinking Water</b>	133	\$ 3,123	\$26,187	
<b>Wastewater</b>	124	8,788	76,436	
<b>Watershed Protection</b>	125	1,328	11,299	
		<b>13,239</b>	<b>113,922</b>	

### Attachments

1. Checks by Date Report for May 2024

Bank Reconciliation  
 Checks by Date  
 User: antonio@olwsd.org  
 Printed: 06/06/2024 - 4:55PM  
 Cleared and Not Cleared Checks  
 Print Void Checks

**ACH Disbursement Activity**

Check No.	Check Date	Name	Comment	Module	Void	Clear Date	Amount
0	5/1/2024	Chase		AP			1,585,275.00
0	5/3/2024	Internal Revenue Service		AP			36,081.60
0	5/3/2024	Nationwide Retirement Solutions		AP			1,153.00
0	5/3/2024	Oregon Department Of Revenue		AP			11,570.06
0	5/3/2024	State of Oregon Savings Growth Plan		AP			3,297.39
0	5/3/2024	VALIC c/o JP Morgan Chase		AP			1,555.51
0	5/3/2024	Payroll Direct Deposit	DD 00001.05.2024	PR			93,215.33
0	5/10/2024	ORR Inc		AP			108,138.50
0	5/10/2024	Wells Fargo Bank - Client Analysis Fees		AP			0.00
0	5/11/2024	Pitney Bowes Global Financial Services LLC		AP			116.77
0	5/17/2024	Internal Revenue Service		AP			36,622.85
0	5/17/2024	Nationwide Retirement Solutions		AP			1,153.00
0	5/17/2024	Oregon Department Of Revenue		AP			11,789.92
0	5/17/2024	State of Oregon Savings Growth Plan		AP			3,347.39
0	5/17/2024	VALIC c/o JP Morgan Chase		AP			1,588.25
0	5/17/2024	Payroll Direct Deposit	DD 00002.05.2024	PR			92,581.76
0	5/20/2024	Portland General Electric		AP			32,261.22
0	5/31/2024	Internal Revenue Service		AP			35,502.97
0	5/31/2024	Nationwide Retirement Solutions		AP			1,153.00
0	5/31/2024	Oregon Department Of Revenue		AP			11,417.28
0	5/31/2024	State of Oregon Savings Growth Plan		AP			2,997.39
0	5/31/2024	TSYS		AP			13,313.46
0	5/31/2024	VALIC c/o JP Morgan Chase		AP			1,038.00
0	5/31/2024	Payroll Direct Deposit	DD 00003.05.2024	PR			91,412.64

<b>ACH Disbursement Activity Subtotal</b>							<b>2,176,582.29</b>
<b>Voided ACH Activity</b>							<b>0.00</b>
<b>Adjusted ACH Disbursement Activity Subtotal</b>							<b>2,176,582.29</b>

**Paper Check Disbursement Activity**

Check No.	Check Date	Name	Comment	Module	Void	Clear Date	Amount
51956	5/3/2024	Aerzen USA Corp		AP			125,000.00
51957	5/3/2024	AFLAC		AP			1,793.70
51958	5/3/2024	Aks Engineering & Forestry		AP			20,392.01
51959	5/3/2024	Apex Labs		AP			6,442.00
51960	5/3/2024	Atlas Electrical Contractors, Inc.		AP			353.00
51961	5/3/2024	Brown and Caldwell		AP			112,731.54
51962	5/3/2024	Cable Huston LLP		AP			24,489.20
51963	5/3/2024	CDW LLC		AP			99.28
51964	5/3/2024	CenturyLink		AP			327.00
51965	5/3/2024	Cintas Corporation - 463		AP			86.11
51966	5/3/2024	City Of Gladstone		AP			260.97
51967	5/3/2024	Columbia Drain Co		AP			13,500.00
51968	5/3/2024	Consolidated Supply Co.		AP			52.94
51969	5/3/2024	Conсор North America, Inc.		AP			19,029.77
51970	5/3/2024	Contractor Supply, Inc.		AP			207.90
51971	5/3/2024	Convergence Networks		AP			8,548.94
51972	5/3/2024	Creative Financial Staffing, LLC		AP			6,182.32
51973	5/3/2024	Cues, Inc		AP			2,127.00
51974	5/3/2024	D&H Flagging, Inc.		AP			3,659.58
51975	5/3/2024	H.D. Fowler Company		AP			3,358.32
51976	5/3/2024	Customer Refund		AP			612.16
51977	5/3/2024	Horner Enterprises, Inc.		AP			6,460.41
51978	5/3/2024	Settlement-Retaining Wall Reimbursement		AP			7,500.00
51979	5/3/2024	J. Thayer Company		AP			573.40
51980	5/3/2024	Net Assets Corporation		AP			561.00
51981	5/3/2024	Olson Brothers Pro-Vac, LLC		AP			4,820.00
51982	5/3/2024	One Call Concepts, Inc.		AP			788.99
51983	5/3/2024	Oregon DEQ		AP			873.60
51984	5/3/2024	Pacific Northwest Pollution Prevention Resource Ce		AP			1,375.00
51985	5/3/2024	Pape Machinery		AP			118.66
51986	5/3/2024	Peterson Machinery Co		AP			241,832.07
51987	5/3/2024	Platt		AP			1,379.45
51988	5/3/2024	Portland Engineering Inc		AP			300.00



Bank Reconciliation

Checks by Date

User: antonio@olwsd.org

Printed: 06/06/2024 - 4:55PM

Cleared and Not Cleared Checks

Print Void Checks

51989	5/3/2024	Precision Locksmith Service	AP	150.00
51990	5/3/2024	Relay Resources	AP	8,526.90
51991	5/3/2024	Seattle Ace Hardware	AP	67.55
51992	5/3/2024	Thorn Run Partners, LLC	AP	10,000.00
51993	5/3/2024	Verizon Wireless	AP	5,531.64
51994	5/10/2024	BMS Technologies	AP	10,304.06
51995	5/10/2024	Brown and Caldwell	AP	560.00
51996	5/10/2024	CDR Labor Law, LLC	AP	766.50
51997	5/10/2024	Cintas Corporation	AP	464.57
51998	5/10/2024	City Of Gladstone	AP	7,511.18
51999	5/10/2024	City Of Milwaukie	AP	1,870.57
52000	5/10/2024	Consolidated Supply Co.	AP	20.33
52001	5/10/2024	Contractor Supply, Inc.	AP	528.51
52002	5/10/2024	Convergence Networks	AP	667.09
52003	5/10/2024	Ferguson US Holdings, Inc	AP	977.39
52004	5/10/2024	Gemini Group LLC	AP	6,977.00
52005	5/10/2024	Gills Point S Tire	AP	2,100.44
52006	5/10/2024	Hasco Stations, LLC	AP	917.38
52007	5/10/2024	K & D Services of Oregon Inc	AP	3,523.56
52008	5/10/2024	Northwest Natural	AP	595.35
52009	5/10/2024	NW Pump & Equipment Co	AP	56,060.00
52010	5/10/2024	OCD Automation, Inc.	AP	2,800.00
52011	5/10/2024	Safety Northwest, LLC	AP	500.00
52012	5/10/2024	Santana Crane, Inc	AP	845.00
52013	5/10/2024	SDIS	AP	46,686.07
52014	5/10/2024	Trench Line Excavation, Inc.	AP	190,770.60
52015	5/10/2024	Waste Management Of Oregon	AP	1,110.03
52016	5/16/2024	AFSCME Council 75	AP	1,026.90
52017	5/16/2024	Brown and Caldwell	AP	2,943.75
52018	5/16/2024	Columbia Drain Co	AP	1,350.00
52019	5/16/2024	Comcast	AP	579.51
52020	5/16/2024	Creative Financial Staffing, LLC	AP	4,638.73
52021	5/16/2024	CTX-Xerox	AP	870.06
52022	5/16/2024	Equipment Depot Northwest, Inc	AP	195.30
52023	5/16/2024	Ferguson US Holdings, Inc	AP	141.73
52024	5/16/2024	NCCWC	AP	2,016.89
52025	5/16/2024	Northstar Chemical, Inc.	AP	989.00
52026	5/16/2024	Seattle Ace Hardware	AP	221.42
52027	5/16/2024	Trench Line Excavation, Inc.	AP	14,300.19
52028	5/16/2024	Wallis Engineering PLLC	AP	1,879.30
52029	5/16/2024	Waste Management Of Oregon	AP	356.38
52030	5/24/2024	Xerox Corporation	AP	13.14
52031	5/24/2024	William H. Reilly & Co	AP	15,700.00
52032	5/24/2024	Verizon Wireless	AP	153.04
52033	5/24/2024	GINNY VAN LOO	AP	196.98
52034	5/24/2024	Staples Contract & Commercial LLC	AP	437.28
52035	5/24/2024	Seattle Ace Hardware	AP	400.63
52036	5/24/2024	SDAO	AP	611.00
52037	5/24/2024	RH2 Engineering, Inc.	AP	247.54
52038	5/24/2024	Employee Reimbursement	AP	229.90
52039	5/24/2024	Metro	AP	447.10
52040	5/24/2024	Lance Harris	AP	100.00
52041	5/24/2024	Kaiser Permanente	AP	18,842.78
52042	5/24/2024	Hall Tool Company	AP	140.40
52043	5/24/2024	H.D. Fowler Company	AP	18,324.19
52044	5/24/2024	Craig Blackman Trucking	AP	5,266.97
52045	5/24/2024	Country Supplier LLC	AP	167.18
52046	5/24/2024	Contractor Supply, Inc.	AP	52.00
52047	5/24/2024	Columbia Drain Co	AP	12,375.00
52048	5/24/2024	Clackamas Landscape	AP	504.00
52049	5/24/2024	Cintas Corporation - 463	AP	172.22
52050	5/24/2024	CenturyLink	AP	44.45
52051	5/24/2024	CenturyLink	AP	418.77
52052	5/24/2024	Carlson Testing, Inc.	AP	275.00
52053	5/24/2024	Cable Huston LLP	AP	10,344.00
52054	5/24/2024	Byrne Software Technologies, Inc	AP	3,952.50
52055	5/24/2024	Customer Refund	AP	231.84

Bank Reconciliation

Checks by Date

User: antonio@olwsd.org

Printed: 06/06/2024 - 4:55PM

Cleared and Not Cleared Checks

Print Void Checks

52056	5/24/2024	BendTel, Inc	AP	279.68
52057	5/24/2024	Apex Labs	AP	1,274.00
52058	5/24/2024	AnswerNet	AP	787.42
52059	5/24/2024	AFSCME Council 75	AP	1,026.90
52060	5/24/2024	AFLAC	AP	2,690.55
52061	5/31/2024	2KG Contractors, Inc	AP	15,214.27
52062	5/31/2024	Aks Engineering & Forestry	AP	61,983.46
52063	5/31/2024	Customer Refund	AP	282.70
52064	5/31/2024	Brown and Caldwell	AP	13,551.50
52065	5/31/2024	Employee Reimbursement	AP	438.89
52066	5/31/2024	CDW LLC	AP	196.91
52067	5/31/2024	CenturyLink	AP	327.00
52068	5/31/2024	CLACKAMAS COUNTY DEPT OF TRANS AND DEV	AP	6,109.74
52069	5/31/2024	Clackamas County Sheriff	AP	50.00
52070	5/31/2024	Columbia Drain Co	AP	2,925.00
52071	5/31/2024	Convergence Networks	AP	8,718.82
52072	5/31/2024	Customer Refund	AP	226.13
52073	5/31/2024	H.D. Fowler Company	AP	35.00
52074	5/31/2024	Hasco Stations, LLC	AP	496.97
52075	5/31/2024	Jacobs Engineering Group Inc	AP	13,517.38
52076	5/31/2024	Customer Refund	AP	148.94
52077	5/31/2024	McGuire Bearing Company	AP	2,855.34
52078	5/31/2024	Napa Auto Parts	AP	216.22
52079	5/31/2024	OHA-Drinking Water Services	AP	4,500.00
52080	5/31/2024	United Fire, Health, & Safety	AP	1,240.00
52081	5/31/2024	Verizon Wireless	AP	2,955.49
52082	5/31/2024	Customer Refund	AP	422.00
52083	5/31/2024	Western Exterminator Company	AP	165.00
<b>Paper Check Disbursement Activity Subtotal</b>				<b>1,240,460.42</b>
<b>Voided Paper Check Disbursement Activity</b>				<b>0.00</b>
<b>Adjusted Paper Check Disbursement Activity Subtotal</b>				<b>1,240,460.42</b>

Total Void Check Count:	0
Total Void Check Amount:	0.00
Total Valid Check Count:	152
Total Valid Check Amount:	3,417,042.71
Total Check Count:	152
Total Check Amount:	3,417,042.71



## STAFF REPORT

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**To** Board of Directors  
**From** Brad Albert, Interim General Manager  
Chad Martinez, Wastewater Collections Supervisor  
Ryan Hunter, Water Distribution Supervisor  
**Title** Public Works Monthly Report  
**Item No.** 7c  
**Date** June 18, 2024

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### Summary

The Board has requested updates at regular meetings on the status of the OLWS operations.

### Watershed Protection

In May the precipitation cycle started shifting into western Oregon's dry season. OLWS staff removed the beaver dam in Stringfield Park one more time in order to remediate high waters near homes upstream. Any further wildlife activity will remain untouched until the beginning of the fall rains. Each year staff make the difficult decision of when to stop removing dams, otherwise water levels will be too low or too high through the park and along the banks of local waterways and near homes. This is never an easy decision as some residents would prefer to remove dams and others support leaving them in place. OLWS staff continue looking for ways to partner with NCPRD to install a "beaver deceiver" pilot project within Stringfield park. OLWS appreciates the communication it receives from residents in our community concerning beaver activity.

OLWS hired Columbia Drain, Inc. as the contractor to clean Zone 2 catch basins for FY24. Zone 2 holds the largest number of stormwater catch basins in OLWS. This meets requirements to clean local storm facilities in support of water quality for the MS4 Permit.

As the fiscal year winds down, the MS4 Permit reporting year gears up. OLWS staff works with the Clackamas County's Department of Transportation and Development to gather information about water quality activities performed throughout the year. Summer dry weather inspections are scheduled to begin at the start of FY25.

This month includes an annual overview from the Backyard Habitat Certification Program (BHCP), one of the partners that helps OLWS support adult outreach for water quality and habitat restoration in our community. The BHCP is coordinated in partnership with the Columbia Land Trust and the Bird Alliance of Oregon.

If you have any questions about this report, please feel free to contact Lara at: [lara.christensen@olws.org](mailto:lara.christensen@olws.org).

### **Wastewater Collection Work**

The month of May's main task was monthly, quarterly, and annual hot spot cleaning, along with the completion of line cleaning and CCTV along River Road within zone 2A. River Road work was completed as a night project.

The month was also filled with many requests for assistance. Collections staff successfully cleared out the larger beaver dam in Stringfield Park while leaving the smaller dam downstream, holding back some of the water for the wildlife during the upcoming dry season. Collections staff also assisted with removal of two large root masses completely blocking a storm line along the troll trail. Confined space entry was required along with the use of our newly purchased high torque root cutting nozzle.



Confined Space Entry



Roots in Storm Line



Beaver Dam Removal

## Water Distribution System Work



In May, the Water Team stayed busy making repairs, installing water services, performing billing and customer service activities, and locating underground facilities. Below are some of the highlights:

- 16 meters replaced.
- Installed 2 new 1" services.
- Replaced 3 poly services.
- 2" Iron service replaced on SE Roethe.
- Ongoing maintenance, repair, and replacement of 11 fire hydrants.
- Ongoing leak detection efforts.

## Non-Revenue Water

The total water purchased in May was 78.827 million gallons. Non-revenue water totaled 22.128 million gallons with 1.203 million gallons in apparent losses, 20.088 million gallons in real losses, and 40,000 gallons for unbilled authorized consumption. The trailing twelve month (TTM) non-revenue water trend indicates the average non-revenue water over the past 12 months is 9.532 million gallons.

## Permit Activity

### May 2024 Development Activity

<b>FY2023-2024</b>	<i>This Month</i>	<i>Last Month</i>	<i>Fiscal Year-to-Date</i>	<i>This Month Last Year</i>	<i>Last Year-to-Date</i>
Pre-applications Conferences	3	3	13	3	20
New Erosion Control Permits	1	2	31	1	23
New Development Permits	2	0	9	0	7
New Utility Permits	6	2	52	34	88
Wastewater Connections	5	6	38	3	20
<b>Sanitary SDC Fees Received</b>	\$25,825	\$30,990	\$196,270.00	\$15,495	\$103,300
<b>Water SDC Fees Received</b>	\$62,484	\$37,489	\$610,302.00	\$45,319	\$305,900
<b>Plan Review Fees Received</b>	\$1,350	\$2,700	\$43,220.92	\$1,600	\$28,651
<b>Inspection Fees Received</b>	\$0	\$1,700	\$24,423.16	\$930	\$21,304

## Attachments

1. Development Tracker
2. Backyard Habitat Certification Program Report

<b>Project Status</b>	<b>Address</b>	<b>Type of Development</b>	<b>Notes</b>	<b>Last Updated</b>
Under Construction	4410 SE Pinehurst Ave.	Residential: 17-lot Subdivision	Final Inspections Pending. Next step: asbuilt review and bond release.	6/3/2024
Under Construction	16305 SE Oatfield Rd.	Residential: 12-lot Subdivision	OLWS Inspections Occuring	6/3/2024
Under Construction	15603 SE Ruby Dr.	Residential: 3-lot Partition	OLWS Inspections Occuring	6/3/2024
Under Construction	2316 SE Courtney Ave.	Residential: 14 rowhomes and 6 single family dwellings	OLWS Inspections Occuring.	6/3/2024
Under Construction	3421 SE Vineyard Rd.	Residential: Two tri-plexes and one duplex	OLWS Inspections Occuring	6/3/2024
Under Construction	21E11AB00100 (SE River Rd. @ SE Maple St)	Residential Tri-plex	OLWS Inspections Occuring	6/3/2024
Under Construction	3811 SE Concord Rd.	Concord School Library	OLWS Inspections Occuring	6/3/2024
Under Construction	15510 SE Wallace Rd.	Residential: 15-lot Partition	Land Use conditions sent to CC DTD. County land use expiration timeline.	6/3/2024
Plan Review	17025 SE Oatfield Rd	Residential: 2-lot subdivision	Current OLWS Review	6/3/2024
Plan Review	14928 SE Oatfield Rd	Residential 4-lot Partition	Current OLWS Review	6/3/2024
Plan Review	13822 SE Oatfield Rd	Residential: 26-unit Cottages	Current OLWS Review	6/3/2024
Plan Review	14836 SE River Forest Rd	Creek Restoration	Land Use conditions sent to CC DTD. County land use expiration timeline.	6/3/2024
Plan Review	13100 SE River Rd	Residential: 5-lot duplex; Willamette View	Current OLWS Review	6/3/2024
Plan Review	4809 SE Ina Ave	Residential: 4-lot Subdivision (Middle Housing)	Current OLWS Review	6/3/2024
Pre-application	4322 SE Pinehurst Ave.	Residential: 7-lot subdivision	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	5200 SE Jennings Ave	Residential: Duplex	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	4410 SE Pinehurst Ave.	Residential: 4-lot Subdivision (Middle Housing)	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	14014 SE Linden Ln	Residential: 30-bed Memory Care Facility	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	15117 SE Oatfield Rd	Residential: 9 cottages (Middle Housing)	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	13930 SE PIPER CUB WAY	Residential: 4-lot Subdivision (Middle Housing)	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	1631 SE River Ridge Rd (Willamette View)	Residential: 8-storey Apartment	Pre-app Comments sent to CCDDTD. County land use expiration timeline.	6/3/2024
Pre-application	4322 SE Pinehurst Ave.	Residential: 7-lot Subdivision (Middle Housing)	Upcoming: Pre-app scheduled by CCDDTD.	6/3/2024





## Backyard Habitat in Oak Lodge Water Services

The Backyard Habitat Certification Program (BHCP) is a partnership between Columbia Land Trust and Bird Alliance of Oregon (formerly known as Portland Audubon). BHCP provides assistance and incentives to residents who seek to restore native wildlife habitat to their backyards. Participants act as restoration volunteers by planting native plants, removing priority weeds, reducing pesticides, stewarding wildlife and managing storm water on their land. There are currently **166 enrolled properties**, spanning nearly **50 acres** in OLWS's Service Boundary.

FY23-24: 07/01/2023—04/30/2024		
City	# Site Visits	# Certifications
OLWS Service Area	22	4

ALL YEARS: 2018—2024		
City	# Site Visits	# Certifications
OLWS Service Area	166	30



Theresa—Gold Certified



Paula—Gold Certified



Johnine—Silver Certified



Leanne—Gold Certified





## STAFF REPORT

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**To** Board of Directors  
**From** David Hawkins, Plant Superintendent  
**Title** Plant Operations Monthly Report  
**Item No.** 7d  
**Date** June 18, 2024

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### Summary

The Board has requested updates at regular meetings on the status of the OLWS operations.

### Highlights of the Month

- Plant Status Update
- Mixed Liquor Return Pump Installation
- Polymer Room Finalization
- Lift Station #4 Pump Pull

### Wastewater Treatment Plant

The month of May for the Wastewater Treatment Plant (WWTP) is traditionally one of transition. As mentioned in previous reports, May is typically when the Influent starts to warm up and the nitrifying bacteria start to grow. However, this month was a little cooler than normal, in terms of influent temperature. This means that while we may have entered into our summer permit, the bacteria we rely on to help meet the more stringent permit were not convinced. However, the staff at the WWTP are always prepared to deal with this by adjusting the Plant to keep us within the parameters of our permit. Staff are happy to report that there were no excursions or permit violations in May.

One of the major pieces of equipment that WWTP staff rely on in the summer months to help meet permit is the Mixed Liquor Return (MLR) Pumps. These pumps aid in ensuring denitrification, which is obviously half of the nitrification/denitrification cycle. Denitrification is crucial for two reasons: it aids in alkalinity recovery which is directly related to the effluent pH and to make sure that denitrification happens in the aeration basins and not in the secondary clarifiers. If denitrification takes place in the secondary clarifiers it often leads to degraded effluent quality and thus permit violations. The MLR pumps installed at the WWTP are notorious for having to be rebuilt, often to the tune of several tens of thousands of dollars and lead times in excess of 5 months. Staff were able to get two (out of three) MLR pumps rebuilt and installed before the Plant had any negative effects from them being missing. WWTP staff

are working closely with the engineering department to come up with alternative MLR pumping methods to replace the current setup.

Over two years ago, staff at the WWTP struck out on a large project that was long overdue: switching out the old, antiquated dry polymer system with a new, safer, and more effective liquid polymer system. While the bulk of the installation was completed a while ago, there were still some finishing touches that, due to supply chain issues, were left unresolved. The final step was installing a grating around the polymer system so staff could attend to the pumps and piping without risk of slipping or falling, as the polymer is very slippery. In the month of May the grating was installed, and staff can now report that the project is completed.



Polymer System Final Product

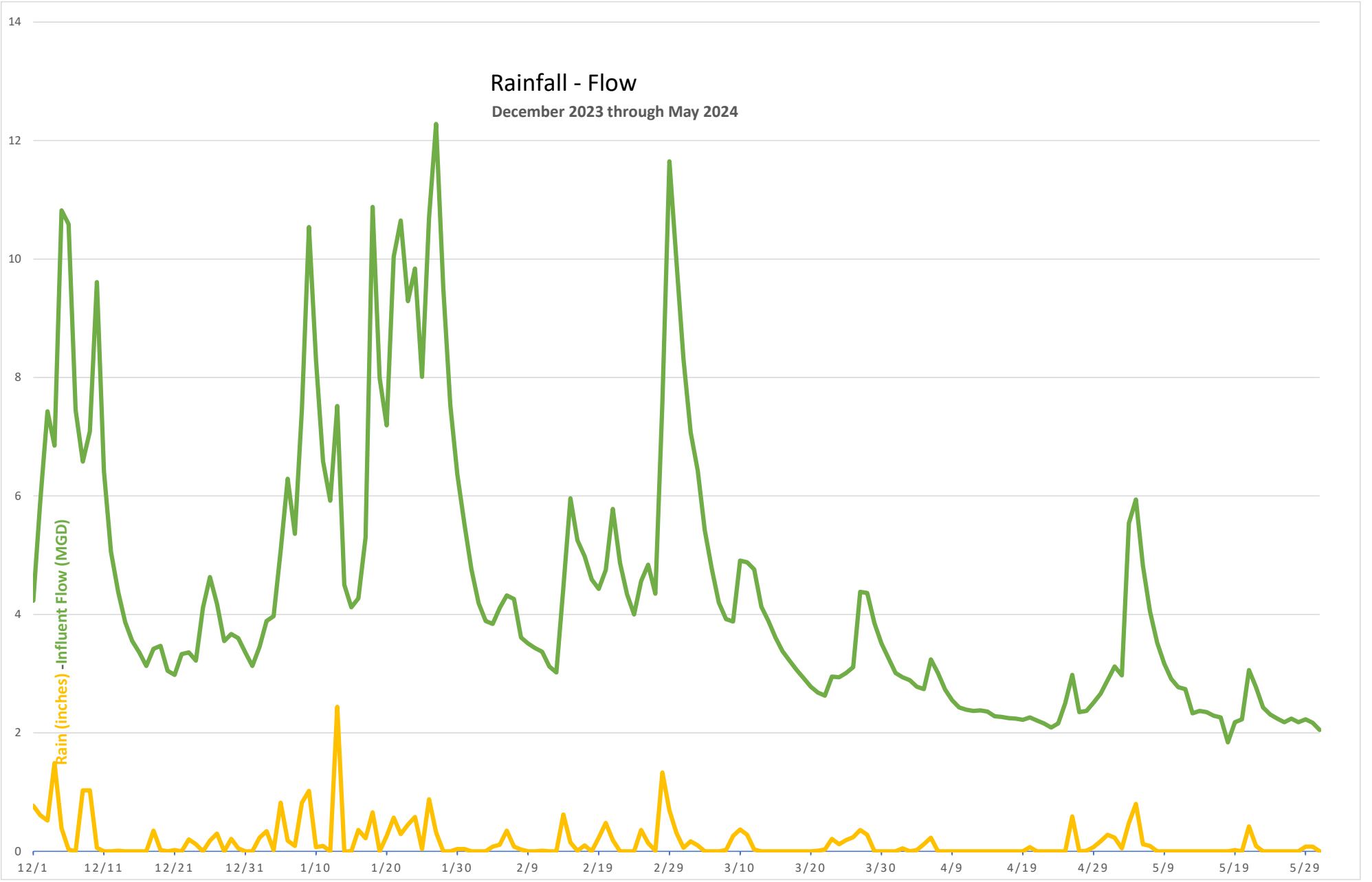
For years staff have been concerned about Lift Station #4 (LS #4) access in the event of one of the submersible pumps plugged. First off, there is no road that goes directly to the station, and second, there is no way to remove the pumps if that were to happen. Luckily, the maintenance staff did have a plan in place if it were to happen. In May, one of the pumps finally plugged, and that plan was set into action. A davit point for equipment was installed and the removal and cleaning of the pump was completed without issue. A huge thanks to the Mechanics and Line Crew for getting this job completed safely and efficiently.

### **Attachments**

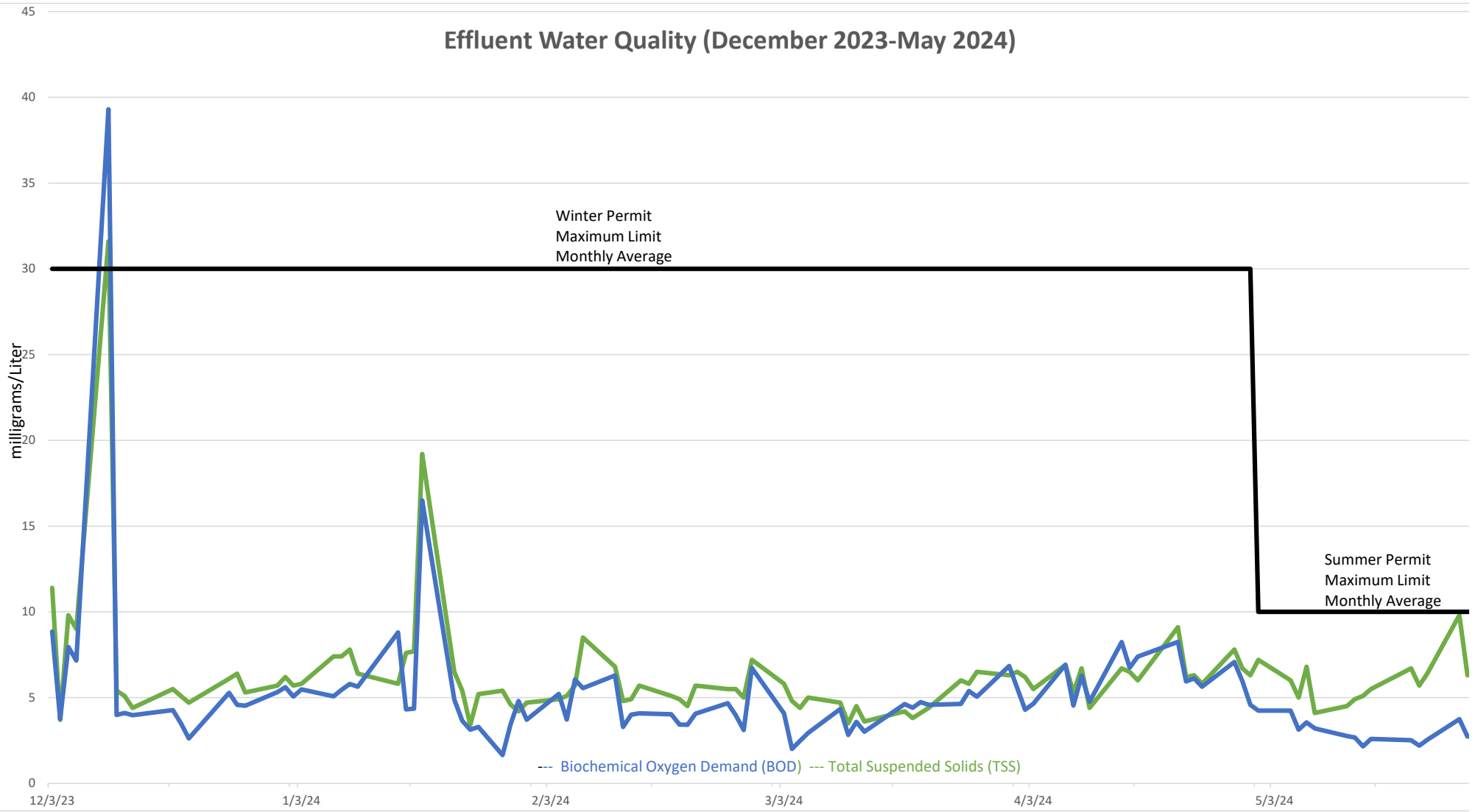
1. Rainfall vs. Flow Data Correlation for December 2023 – May 2024
2. Plant Performance BOD-TSS Graph for December 2023 – May 2024

# Rainfall - Flow

December 2023 through May 2024



# Effluent Water Quality (December 2023-May 2024)





## AGENDA ITEM

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<b>Title</b>	Recess to Executive Session
<b>Item No.</b>	8
<b>Date</b>	June 18, 2024

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### Summary

Convene Executive Session under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent, and 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

**OAK LODGE**  
WATER SERVICES  
**AGENDA ITEM**

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<b>Title</b>	Adjourn Executive Session
<b>Item No.</b>	9
<b>Date</b>	June 18, 2024

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**Summary**

Adjourn Executive Session and make any necessary motions as a result of Executive Session discussions.

**OAK LODGE**  
WATER SERVICES  
**AGENDA ITEM**

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<b>Title</b>	Adjourn Meeting
<b>Item No.</b>	10

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**Summary**

If there is no further business to be discussed, the Chair will note the time and adjourn the meeting.